

# FERRING PARISH COUNCIL

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Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 5<sup>th</sup> September 2016** at Ferring Village Hall. The meeting commenced at 20.00 hours.

## **Present:**

**Parish Councillors:** Councillor Carole Robertson (Chairman), Councillor Terry Jackson (Vice Chairman), Councillors, Peter Evans, Stephen Abbott, Geoff Mines, Maura Blackburn, Roger Elkins, Chris Headon, Stephen Horne and Ruth Sims.

**West Sussex County Councillor:** Councillor Peter Evans

**Arun District Councillors:** Councillors Roger Elkins & Colin Oliver-Redgate

**Sussex Police:** Not in attendance

**Residents:** No residents attended

The Chairman welcomed all present to the meeting and commenced the formal proceedings.

## **01-09-2016 Apologies for absence**

Apologies were received from Councillors Richard Plumb & Frazer Palmer.

## **02-09-2016 Declarations of interest**

There were no declarations of interest

## **03-09-2016 Public Questions**

On behalf of a resident, Councillor Chris Headon asked in relation to the Sea Lane Outflow. Councillor Peter Evans advised that there had been a further delay due to gaining the permission from the Marine Maritime Organisation, however further works are expected in October/November.

## **04-09-2016 Minutes of the Council Meeting held on Monday 18<sup>th</sup> July 2016**

The Minutes of the Full Council Meeting of Council held on Monday 18<sup>th</sup> July 2016 were approved by Council and signed by the Chairman presiding as a correct record with the following spelling amendments:

03-07-2016 fourth paragraph, advised that only this morning was changed to advised that only that morning.

06-07-2016 e, fourth point, insert the word 'to' for line to read agreed at this time due to not receiving.

Due to councillor Colin Oliver-Redgate having to leave the meeting early, Councillors agreed to move agenda item 9 to agenda item 05.

## **05-09-2016 Ferring Public Conveniences**

Councillors were advised that following the public meeting, over 400 questionnaires have been completed and returned to the Parish Office. At the recent Community & Facilities Committee Meeting it was agreed that a holding statement will be written and agreed by Councillors before it is handed to Councillor Colin Oliver- Redgate.

All Councillors have previously received a copy of the statement and it was resolved that it is ready to submit.

The statement will be taken to the ADC Environmental Services & Community Development Working Group meeting on 6<sup>th</sup> September.

Also at the recent Community & Facilities Committee Meeting it was agreed that the Parish Clerk will write to Cabinet Member Councillor Paul Dendle requesting for the following clarifications:

1. ADC to provide FPC with financial evidence of the precise costs for both public conveniences. This should include the running, maintenance and capital costs.
2. ADC to confirm to FPC the current contractual agreement. This to include complete contractual obligations and expectations.
3. ADC to provide FPC with details of the full decision making process including timing schedules. Whilst we appreciate that Oliver Handson has recently addressed this question, Ferring Parish Councillors felt that the process is not fully defined.

The Parish Clerk advised Councillors that the Conservation Group kindly arranged a photo opportunity with the local press which was attended by over 70 residents.

**06-09-2016 To receive and consider reports from Committees including the authorisation of orders for payment:**

**a) Environment, Footpaths and Amenities, meeting held 11<sup>th</sup> August.**

Councillor Geoff Mines reported on the following items:

- Councillor Geoff Mines thanked the Assistant Parish Clerk for the comprehensive minutes of the meeting.
- Councillor Geoff Mines met with the new ADC Parks Department representative to discuss improvements to the Village Green.
- The Warren Pond annual clearance will take place 15<sup>th</sup> October.
- Thank you to Councillor Maura Blackburn for her reliable risk assessments.
- Following the extra dog patrols, ADC advise there have been no offenses reported.
- The Parish Office is in discussion with ADC Cleansing regarding relocating litter bins within the village, further information will be supplied at the next meeting.
- The new Sea Lane boat is in situ with thanks to Councillor Chris Headon and Karl Washer.
- Councillor Maura Blackburn has updated the TPO tree report and the trees in the conservation area will be reviewed.
- Councillors will recall that the Ferring Conservation Group have been honoured with The Queen's Award for Voluntary Service 2016. This is the highest award a voluntary group can receive in the UK and it is the equivalent of an MBE. The presentation will take place next month.
- It was agreed that Councillor Geoff Mines will obtain a breakdown of the costs to plant the wild flowers at the twitten.
- Councillor Geoff Mines will investigate the agreement with the convenience store in relation to the land at the Pantilies. This will be an item for discussion at the next Finance & General Purposes Committee meeting.

**b) Community & Facilities, meeting held 30<sup>th</sup> August 2016**

Councillor Terry Jackson reported on the following item:

- Councillors have received a copy of the minutes from the meeting.
- The public conveniences have been discussed under item 05-09-2016.
- There will be further information in relation to risk assessments and Christmas event at the next meeting.

**c) Highways & Drainage, meeting held 15<sup>th</sup> August 2016**

Councillor Chris Headon reported the following.

- Cycling Issues has been added to the Highway & Drainage Committee remit.

- FRSA are pursuing the option of a path from north Ferring to the shops in south Ferring. Further information will be supplied at the next Highway & Drainage Committee meeting.
- The suggestion to link the Library to Greystoke Road with a couple paving slabs is a lot more complicated than thought. WSCC Highways advise that a license and drop kerb will be required to meet specification. It was agreed that this is not a viable option.
- The south corner of the junction between Downview Avenue and Ferring Lane to be marked with cross hatching to slow the traffic entering Downview Avenue. WSCC Highways representative advised that he will need to give permission for this work. Councillor Chris Headon has obtained a quotation of £180 and the FRSA has agreed to pair half of the cost. Once WSCC have given written permission, it was agreed that this work will be completed.
- Councillor Chris Headon advised of a WSCC online TRO request system, the following items have been submitted.
  1. The issue of parked cars on the bend of Langbury Lane opposite Glenbarrie Way.
  2. A traffic island at the junction of Rife Way and Ferring Street to allow for pedestrians to more easily and safely cross the junction.
- Landbuild have been given permission to complete the works at Ferringham Lane and Little Paddocks Way as part of the Operation Watershed project. The work is expected to take place this month. Councillor Chris Headon gave thanks to the Parish Clerk for her negotiation and time spent organising the drainage works in the village in conjunction with the Operation Watershed Project.
- The Parish Clerk has discussed the winter maintenance arrangements with WSCC for Ferring. Regarding the issue of the salt condition in the bins. WSCC do not replace salt only top supplies up that are less than 75% full. The salt is still usable and just needs breaking using a spade or fork.

#### d) **Planning Committee**

Councillor Stephen Abbott advised that the Planning Committee Meetings were held on 16<sup>th</sup> August and earlier this evening (5<sup>th</sup> September).

- At an ADC Development Control Meeting, FG/95/16/PL Land between Lansdowne Nursery & Highdown Vineyard Littlehampton Road has been approved.
- At a Development Control Meeting, FG/12/16/PL 50 Ferring Street Ferring (Kingsleys) has been approved.

#### e) **Neighbourhood Plan Implementation (including 3 CRTBO'S)** Meeting held 20<sup>th</sup> June 2016

- Although chased, Ferring Parish Council is waiting to receive the report from the district valuation.
- The detail of the meeting with WSCC in relation to the purchase of the Glebelands Freehold is yet to be confirmed.

#### f) **Finance & General Purposes**

The Chairman presented the minutes of the meeting held on 5<sup>th</sup> July 2016. The following matters/recommendations from the minutes were considered:

**Schedule of payments** – The schedule of payments were unanimously approved by the Council.

- Turf around the Queens Tree outside the Parish Office £105
- Hire of a small skip for the Warren Pond clearance, £140.
- Bus Shelter Sea Lane/Goring Way renovation, £185.
- Installation of a seat in the bus shelter in Langbury Lane, £90.

- Oak Tree on village green raising canopy £160.

The repair to the Sea Lane boat

- Removal and replacement of boat Sea Lane, £220.
- Topsoil £125, Pea shingle £50.83 plus a membrane at £8. Total cost £183.83 & one box of plug plants for shingle planting £69.99. TOTAL £253.82.
- Donation to the Scouts for the replacement boat, £75.
- The above items (sea lane boat) although agreed, the cost will be covered by the insurance claim. It was also suggested that an invoice should be produced for Administration and Labor cost. This will be discussed at the next Finance & General Purposes Committee Meeting.

The above were unanimously resolved by Full Council.

### **07-09-2016 Reports from District and County Councillors & Sussex Police**

#### **a) Arun District Councillor Roger Elkins reported the following points:**

- The public conveniences issue has been covered under item 05-09-2016.
- The public space protection order consultation (dogs on lead) completes on 11<sup>th</sup> September.
- In relation to the strategic gaps, Councillor Roger Elkins advised the Planning Committee on 5<sup>th</sup> September that ADC is looking at strategic sites, one being the south strategic gap in Ferring. The Local Plan Subcommittee met last week and further assessments and key elements are being considered, these include viability, highways and landscaping. This is an ongoing process and a further meeting is scheduled for October with a view to recommend suitable sites.

#### **b) Arun District Councillor Colin Oliver-Redgate reported the following points:**

- There was nothing to report

#### **c) County Councillor Peter Evans reported the following points:**

- There is a JEAAC meeting on 6<sup>th</sup> September, one of the agenda is the cycle and walking routes along the region.
- Free Career Advice is being offered in Littlehampton on the 14<sup>th</sup> September.
- The regions GCSE results were 60% A–C grade.
- Adult Social Care is seeking public views in relation to the level of care in care homes; this includes private and WSCC care homes.
- The Fire Service will be offering electric blanket testing.
- The junction at Sea Lane & Sea Lane Gardens is being examined by WSCC Highways. It was acknowledged that there is an existing sign to advise vehicles of the junction.
- Goring Library is celebrating 60 years.

#### **d) Sussex Police – In the absence of PCSO Paul Bryant, Councillor Carole Robertson reported the following points:**

- There was nothing to mention.

### **08-09-2016 Reports from representatives on outside bodies:**

#### **School -**

- There was nothing to report

#### **Village Hall & Ferring Village Hall & Community Centre Steering Committee -**

Councillor Maura Blackburn reported the following:

#### **Village Hall**

- Charity Status is now being finalised.

- The new noticeboards have been installed. It was suggested that they should be raised above the wall level.
- The tree at the side of the hall will be cut.

#### Steering Group

- Councillor Carole Robertson met with members of the Steering Group to answer a number of queries. Following this meeting it was advised that an email has been circulated to all members of the steering group still raising concerns.
- A estimate of £2.6 million to build the new community centre has been received.
- The next meeting is scheduled for 28<sup>th</sup> September 2016.

#### **09-09-2016 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda**

- There was nothing to report

#### **10-07-2016 Planning Matter**

- Concerns have been raised in relation to the site at Beehive Hive Lane. It was unanimously agreed to seek further advice from the proper authorities.

#### **11-07-2016 Agenda items for future**

There was nothing to mention

**The next meeting will be held Monday 17<sup>th</sup> October 2016 at 8.00pm**

The Chairman closed the meeting at 9.25pm

Nadine Phibbs  
Clerk to Ferring Parish Council