

FERRING PARISH COUNCIL

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Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 7th March 2016** at Ferring Village Hall. The meeting commenced at 19.30 hours.

Present:

Parish Councillors: Councillor Carole Robertson (Chairman), Councillor Terry Jackson (Vice Chairman), Councillors, Frazer Palmer, Stephen Abbott, Geoff Mines, Maura Blackburn, Roger Elkins, Peter Evans (arrived 7.55pm) 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: Seven residents attended

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

01-03-2016 Apologies for absence

Apologies were received from Councillors Valerie Simpson.

02-03-2016 Declarations of interest

There were no declarations of interest:

03-03-2016 Public Questions

A resident asked if Parish Council is expecting a decision regarding the proposed TRO for Ferring at the JEAAC meeting 8th March. Councillor Elkins advised that at the JEACC highways sub-committee they recommended that the 30 mph TRO should be approved therefore the Parish Council do expect this decision to be made at the meeting.

The same resident asked how many repeater signs will be required if the 30 mph TRO is approved. Councillor Carole Robertson advised that the Parish Council does not know how many signs will be required, however it is expected to be very few.

The same resident asked for an update relating to the Sea Lane Outflow. Councillor Carole Robertson advised that this question would be covered when Councillor Peter Evans arrived.

A resident raised a concern in relation to Planning Application FG/12/16/PL, 50 Ferring Street and asked if the Parish Council has considered its comments. As the planning application in question was due to be discussed this evening, Councillors unanimously agreed to bring agenda item 10 planning applications forward to between agenda item 5 & 6.

04-03-2016 Councillor Vacancy

The Chairman advised the Council that there is currently two vacancies for Councillors and we have received one application. The Chairman welcomed Mr Chris Headon (the applicant) to the meeting and asked him to make a short presentation about himself, his interest in the Parish Council and his reasons for wishing to become a Councillor. Following the presentations, Councillors were given the opportunity to ask any questions to Mrs Headon.

The result of the ballot resolved to co-opt Mr Headon to serve as Councillors until the next ordinary election.

Mr Headon read out his Declaration of Acceptance of Office, signed the declaration form and the Code of Conduct undertaking and joined the meeting. In addition Mr Headon signed a request for dispensation to take part in discussion of, and vote on, any matter relating to setting the precept.

05-03-2016 Minutes of the Council Meeting held on Monday 25th January 2016

The Minutes of the Full Council Meeting of Council held on Monday 25th January 2016 were approved by Council and signed by the Chairman presiding as a correct record.

06-03-2016 Responses in respect of planning applications

FG/1/16HH

Single storey extension

4 Florida Gardens, Ferring – no comment

FG/5/16/HH

Two storey side extension & roof alterations (resubmission following FG/163/15/HH)

2 Grange Park, Ferring – no comment

FG/8/16/PL

Variation of condition 7 imposed under FG/45/15/PL to extend the use of site hours

FG/9/16/PL

Variation of condition 6 imposed under FG/45/15/PL relating to use of site

FG/10/15/PL

Erection of a wash-down area adjacent to existing wash-down bay including a connection to existing interceptor at adjacent car dealership premises

Yeomans, (Littlehampton Road), Hangleton Road, Ferring - object

FG/180/15/PL

Advertisement due to alterations to siting of proposal, substitute drawing 2 and 3. 1 replacement dwelling

32 Sea Lane, Ferring – no comment

FG/17/16/TC

Fell ino. Holly tree – within ferring conservation area

The Old Flint House, Church Lane, Ferring – no comment

FG/7/16/TC

Reduce height by 2.5m, radial crown spread to east by 1.5m and radial crown spread to south by 1m to 1 no. silver birch tree in the ferring conservation area

3 Oaklands, Ferring Street, Ferring – no comment

FG/19/16/HH

Demolition of existing conservatory & erection of single storey rear extension

10 Little Drive, Ferring – no comment

FG/13/16/PL

Camping facilities comprising of 23 no. 'eco' yurts with ancillary building to contain reception & wash amenities with access & parking. This application is a departure from the development plan

Land north of Littlehampton Road, Ferring - object

FG/12/16/PL

Rationalisation of existing buildings to provide amended B1 (office & light industrial use), B8 (storage & distribution) A1 retail and café. Insertion of mezzanine level of office accommodation within rear building for kinglsey roofing together with revised opening hours

50 Ferring Street, Ferring - object

FG/22/16/HH

Room in roof with front & rear dormers

14 West Drive, Ferring – no comment

FG/196/15/OUT

Re-advertisement due to site area increased in size, substitute sketch site layout and additional transport technical note. Outline planning application with some matters reserved for 4no. 3 bed bungalows & 1 no. 2 bed bungalow

44 Ferringham Lane, Ferring - object

FG/18/16/PL

Loft conversion

2 Lavender Court, Ferringham Lane, Ferring – no comment

FG/28/16/CLE

Certificate of lawfulness for an existing change of use from tea shop A£ restaurants and café) to office (A2 financial & professional services)

1a The Pantilies, Ferringham Lane, Ferring – no comment

The Bluebird Café License application - object

07-03-2016 To receive and consider reports from Advisory Groups including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities

Councillor Geoff Mines reported on the following items:

- The planting of the community orchard is now complete.
- The consultation for the Tamarisk Trees has concluded that the tree will be hand cut once a year.
- The planting of the flower bed at Little Twitten is now complete.
- The ADC Dog Warden is currently considering possible solutions to the ongoing issue of dog fouling and will discuss with the Parish Council in due course. A suggestion that further dog bag dispensers could be located around the village.
- Councillor Geoff Mines has further meetings arranged regarding the extension of Patterson's Walk. He will keep the Council informed of any progress.
- Councillor Geoff Mines advised of the options to commemorate the Queens 90th Birthday including a boulder, clock or flag pole. It was agreed to pursue with boulder and it was suggested that the Parish Council should also pursue with a erecting a new flag pole at the side of the Parish Office.
- It was advised that discussions have taken place with Stagecoach and WSCC in relation to a new bus shelter in Langbury Lane. It has been established that there is no funding available and that the Parish Council would have to fund the project .

b) Glebelands

Councillor Carole Robertson, no meeting held.

- The Parish Clerk advised Councillors that ADC had agreed that the Pump House would need to be cleared of any belonging by the end of March and the Parish Clerk will be handing over the keys on 6th April.

c) Highways

Councillor Terry Jackson reported the following.

- There was nothing further to report.

d) Communications

No meeting held

- There was nothing to report

e) Neighbourhood Plan Implementation (including 3 CRTBO'S)

- Councillor Peter Evans advised that he will be attending WSCC Cabinet meetings to discuss, amongst other items, the purchase of the Glebelands and request that WSCC arrange a District Valuer.
- The next meeting is scheduled for 21st March 2016.

f) Finance & General Purposes

The Chairman presented the minutes of the meeting held on 23rd February 2016. The following matters/recommendations from the minutes were considered:

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

- Repair to the allotment tap £160.00.
- Inspire Leisure (Freedom Leisure from 1st April) 'out and about' project agreed at £500.00.
- The above were unanimously resolved by Full Council.

08-03-2016 Reports from District and County Councillors & Sussex Police

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

- There will be an adjustment to the ADC Council Tax 2016 - 2017 of £4.95 per year. The decision to implement this increase does not require a referendum.
- Freedom Leisure will take over the Leisure programme from 1st April 2016, this includes the plan to provide a new swimming and leisure facility in Littlehampton.
- Reference to the local plan, the Inspector advises that further sustainable tests in relation to housing numbers are required.

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

- Councillor Colin Oliver-Redgate raised the concern of a telephone scam from telecommunication providers.
- The issue of the grass cutting along Sea Lane was raised. The Parish Clerk advised that negotiations have taken place and an agreement has been made. The Parish Clerk will forward the details to Councillor Colin Oliver-Redgate.

c) County Councillor Peter Evans reported the following points:

- In the relation to the Outflow, it was confirmed that there has been a further delay due to gaining the permission from the Marine Maritime, however this permission has now been granted. Permission from ADC and WBC has also been granted. The next stage is for a detailed method statement prior to the project going out to tender.
- The new relief road in Felpham is now open.

- There are traffic light cable issues on A24 at Buckbarn crossroads causing delays.
- WSCC are backing the fair trade project.
- Operation Watershed project will be relaunched for 2016 – 2017.
- With the County, WWCC have repaired a total of 3816 pot holes this year alone. WSCC encourage road users to report any road issues using the 'love west sussex' app.
- Trading Standards have launched a big push in the area in relation to scams.
- There is a meeting arranged with WBC, WSCC and ADC to discuss the way forward in relation to the ongoing issue of motorhomes parking overnight or for long periods along the seafront.
- As previously mentioned, the decision for the proposed 30 mph speed limit for the village is expected at the JEAAC Meeting on 8th March. It was acknowledged that the requested 20 mph speed limit is not attainable as the WSCC highways criteria cannot not be met.

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

Councillor Carole Robertson reported the following
25th-31st January

Overnight on the 28th January, a garage was broken into to a property in Alderney Road and an outboard motor stolen.

Between 4th & 5th February, two sheds were entered to a property in Langbury Lane and a man's mountain bike stolen.

Between 4th & 5th February a house under renovation in Littlehampton Road was broken into and bathroom fittings stolen.

6th February, a property in Goring Way was burgled. A small amount of cash was stolen.

A garage in Green Park was broken into overnight and various tools stolen. Items stolen: 2 boxes of Ryobi electric screwdrivers, B&Q Kango's and a B&Q cordless screwdriver.

8th – 9th February Littlehampton Road – Overnight containers at a building site were broken into the following items were stolen :1 x Stihl orange disc cutter, 1 x rotary laser Barham 575, 1 x tripod legs for laser, 1 x measuring stick

12th – 13th February Rife Way – Overnight refuse bins had been moved at an address believed to be in an attempt to gain access to the garage. No access was gained and no damage caused.

Between 5th – 14th February Grange Park –a handle was removed to a shed and a Hayter petrol lawnmower was stolen.

Between 12th and 15th, an unoccupied property in Ocean Drive was broken into.

At 0445 hours an alarm was activated to a workshop to a property in Langbury Lane. The locks to the workshop had been tampered with however no entry was gained

09-03-2016 Reports from representatives on outside bodies:

Health Matters –

- Councillor Valerie Simpson has provided a comprehensive Health and Welfare Report, a copy of which had been issued to all Councillors prior to the meeting.

School -

- Councillor Peter Evans advised that after 13 years, he has stood down from the role of a school governor.

Village Hall –

- Councillor Maura Blackburn reported the following:

- The Village Hall Committee thanked the Parish Council for including information in respect to the village hall in the latest Parish Flyer.
- There is a new screen projector and wheelchair access.
- The AGM is scheduled for 23rd March.

10-03-2016 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

There was nothing to report

11-03-2016 WSCC Community Support Team Consultation

Councillor Geoff Mines advised Councilors of a WSCC Community Support Team Consultation. Details were provided of the services that the team provides for the village. It was agreed that a further conversation is required between Councillors Geoff Mines and Carole Robertson to determine a decision.

2016. 170th Railway

- The Parish Clerk advised Councillors of the 170th anniversary of the local railway stations and if the Parish Council would like to be involved with the celebration activities. It was unanimously agreed that the Parish Council will not be involved with this project.

13-03-2016 Councillor Allowances

- The Parish Clerk has provided Councillors with comprehensive information in relation to Councillor Allowances. The recommendation by the F&GP Advisory Group to continue with the Councillor allowances. Also recommended was the Councillor Allowance rate should remain at £250.00 per year and the Chairman's allowance to increase to £510.00 per year. This recommendation was unanimously resolved.

2016. Council Procedures

- The Parish Clerk presented to the Parish Council in relation to current meetings schedule at the Parish Council and explained the correct procedures. The Council resolved the following:
 Glebelands, Highways & Drainage, Environment and Finance & General Purposes Advisory Groups will become Advisory Committees with Advisory Powers only.
 A Planning Committee consisting of the members of the Finance & General Purposes Advisory Committee will be formed and will meet prior to the Finance & General Finance Purposes Advisory Committee and Full Council and will have decision making powers.
 Full Council will remain as it is.

15-03-2016 Agenda items for future

- The Parish Clerk advised Councillors that Councillor Valerie Simpson will be stepping down from the Parish Council with immediate effect.

The next meeting will be held Monday 18th April 2016

The Chairman closed the meeting at 9.30pm

Nadine Phibbs
 Clerk to Ferring Parish Council