

All minutes are draft and subject to approval at the next meeting

FERRING PARISH COUNCIL

Highways & Community Committee (Advisory Powers)

**Report on the meeting of the above Committee
held at 10.00am on Monday 11th June 2018 at the Parish Office**

Present	Councillors	Stephen Horne
		Maura Blackburn
		Ruth Sims
		Carole Robertson
	FRSA	David Hammond
Apologies	Councillors	Roger Elkins
		Richard Plumb
	Glebelands/Football Club	Jamie Wells
	Tennis Club	Paul Green

1	<p>Elect a Chairman Councillor Stephen Horne was elected as the Chairman. Councillor Stephen Horne welcomed all members to the Highways & Community Committee Meeting.</p>	
2	<p>Apologies for Absence Apologies received from Councillors Roger Elkins & Richard Plumb & Paul Green (Tennis Club)</p>	
3	<p>Declarations of Interest There were no declarations made</p>	
4	<p>Public Question Time There were no members of the public present.</p>	
5	<p>To confirm the Minutes of the last Meeting held Monday 19th March 2018 The minutes were agreed as the correct record and signed by the Chairman</p>	
6	<p>Matters Arising from the minutes of the last meetings Minute item 6 St Andrews Close- WSCC have confirmed that they will not be considering the suggestion of hard standing at St Andrews Close. S106- WSCC are making progress in relation to the s106 money.</p>	

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	<p>Policing Issues- Councillor Stephen Horne advised that he will investigate an European project to reduce road furniture including signage. A report will be provided at the next committee meeting. It was advised that a Police Inspector will be attending the next ADALC Meeting. If any member has any specific questions to pass them to Councillor Carole Robertson</p>	SH
7	<p>Glebelands Issues including Football Club – Jamie Wells There was nothing to mention.</p>	
8	<p>Tennis Club Issue – Paul Green gave his apologies. At the previous committee meeting it had been reported that there is an issue with the state of the netting around the courts. In the absence of Paul Green, the Clerk advised that condition of the netting has not deteriorated since the last meeting so is not a current problem.</p>	
9	<p>FRSA – David Hammond reported the following:</p> <ol style="list-style-type: none"> I. Network Rail has started their work at the Garden Site at Langbury Lane. II. 14 pot holes have been repaired. III. Telgarth Road has been resurfaced. IV. White line painting & road sweeping will commence in the Autumn. V. Florida Gardens is due to be resurfaced. VI. A soakaway will be installed at Brook Lane & Ansisters Road to alleviate flooding. VII. Glenbarrie Way & Hermione Close are now managed by FRSA. VIII. Various improvements have been made to the FRSA five garden sites. <p>David Hammond will look at the verges at Florida Road/The Warren and report back to the Clerk.</p>	DH
10	<p>TRO & Community Highways Schemes</p> <p>Discussion document, parking in Ferring Members were issued with a copy of the discussion document, parking in Ferring prepared by Councillors Geoff Mines & Stephen Horne.</p> <p>Item 1 & 2, Village Green parking – Recommendation NOT to pursue with this option. Item 3, Parking survey & limit parking – Recommendation for a further survey to be conducted. Item 4, Re-routing pathway - Recommendation NOT to pursue with this option. Item 5 & 6, Rife Way parking - Recommendation to pursue investigating this option. It was confirmed that this option is in the Neighbourhood Plan and that a letter regarding this matter has recently been sent to ADC. Item 7, Parking in the south of the village and at Pantiles (grassed area in front of the Butcher) – Recommendation that David Hammond will discuss this with FRSA in relation to the ownership of the land.</p>	

	<p>The Bluebird Café plans were acknowledged. Item 8, Greystoke Road & bus company – Recommendation to write to Compass Bus. Item 9, Community Highways Scheme (CHS) to provide traffic island. It was acknowledged that the parish council has received a number of letters/emails in support of this scheme. Recommendation that a vehicle movement survey is conducted at the site. Councillor Stephen Horne will discuss with Councillor Richard Plumb.</p> <p>Other highway matters Street Lamps in Rife Way – Following the resident request for street lamps in Rife Way, the Committee agreed that the resident should be referred to WSCC & WSCC Councillor. Parking Issues Sea Lane & surrounding roads – A resident has raised concerns in relation to the parking at the corner of St Heliers Road and Sea Lane and requested that double yellow lines are installed at the location. It was acknowledged that this would require an amendment to the Traffic Regulation Order (TRO). WSCC approve only two TRO's for East/West Sussex each year based on a priority scoring system that determines the TRO's and unfortunately this would not expect to score highly therefore unlikely be considered. Parking issues in the centre of the village – The Parish Council has received a complaint about all day parking at the shops in North Ferring and a suggestion that a limited parking time could be introduced. Councillors Stephen Horne & Richard Plumb offered to conduct a similar survey and report back at the next committee meeting. See item 3. Exit at the private road by the Vets in Ferring Street – A resident has raised the concern of the danger to pedestrians using footpath running parallel to the vets in Ferring Street and has suggested erecting a sign to warn vehicles/pedestrians of the footpath/road. Recommendation to erect two signs each side of the tree at the location, caution, pedestrians crossing & caution, vehicles exiting. The Clerk will obtain quotation for the proposed signs. Drain at Sea Lane – It was acknowledged that when the roads are wet, the drain at the corner of Sea Lane on the south side overflows. A photo will be supplied to the Clerk.</p> <p>Councillor Stephen Horne advised the 'cyclist dismount signs at junction of Langbury Lane & Littlehampton Road have been damaged. This has been reported via the love west sussex app.</p> <p>All Recommendations will be taken to F&GP Committee & Full Council. A copy of the Discussion document, parking in Ferring will be circulated to Councillors prior to the F&GP Committee & Full Council Meetings.</p>	
11	<p>Land at Pantiles The Clerk advised the committee that the Pantiles Transfer has now been signed and returned to the Solicitor.</p>	
12	<p>Parish Clerk Report including Financial Matters</p>	

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	There was nothing to report	
13	<p>Christmas Celebrations – Councillor Ruth Sims reported the following: Concern that the proposed date of 1st December is too early for the event. The option to reschedule from 1st December to 15th December is currently being looked at. Councillor Ruth Sims and the Clerk are considering a new company to install the lights this year. The Health & Safety Group at the Village Hall will consult the risk assessment for the vent. Further details of the event will be provided at the next committee meeting.</p>	
14	<p>Annual Parish Meeting At Full Council 22nd January 2018, minute item 10-01-2018 Parish Annual Meeting, it had been suggested that the Parish Annual Meeting format could be amended to be a more social occasion and standalone from the Annual Statutory Meeting. It was suggested that the meeting could consist of the usual Chairman's, WSCC & ADC Reports and to incorporate the different functions of the Parish Council & its Committees.</p> <p>The above will be recommended to F&GP Committee & Full Council</p>	
15	<p>GDPR Regulations In guidance with GDPR Regulations, external parties members of the committee were asked if their contact details could be kept and used in relation to this committee only. This was accepted by David Hammond, FRSA.</p>	
16	<p>Items for Next Agenda & Items for Information Only Remembrance Day Christmas Event Annual Parish Meeting</p>	
17	<p>Date of Next Meeting – Monday 13th August 2018 and it was agreed to commence the meeting at 10.00am</p> <p>The meeting ended at Midday</p>	