

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

## **FERRING PARISH COUNCIL**

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Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 4<sup>th</sup> March 2019** at Village Hall. The meeting commenced at 7.30pm.

### **Present:**

**Parish Councillors:** Councillor Carole Robertson (Chairman), Councillor Stephen Abbott (Vice Chairman) Councillors, Terry Jackson, Lesley Young, Clare Royal, Peter Coe, Roger Elkins (arrived 7.40pm), Ruth Sims & Stephen Horne.

**West Sussex County Councillor:** Councillor Roger Elkins

**Arun District Councillors:** Councillor Councillor Roger Elkins

**Residents:** Three residents in attendance

The Chairman, Councillor Carole Robertson welcomed all present to the meeting and commenced the formal proceedings.

### **01-03-2019 Apologies for absence**

Apologies were received from Councillors Peter Evans & Geoff Mines. The apologies were accepted by Council.

### **02-03-2019 Declarations of interest**

There were no declarations of interest.

### **03-03-2019 Public Questions**

There were no questions.

### **04-03-2019 Minutes of the Council Meeting held on Monday 14<sup>th</sup> January 2019**

The Minutes of the Full Council Meeting held on Monday 14<sup>th</sup> January 2019 were approved by Council with the below amendments and signed by the Chairman presiding as a correct record.

06-01-2019, c Planning Committee, an addition to planning successes FG/52/18PL Quercus Nursery that there shall be no deliveries undertaken between 1900 hours and 0600 hours.

06-01-2019, c Planning Committee, an addition to planning successes FG/222/18 ASDA, Retrofitting existing totem sign to add illuminated petrol price sign relating to an onsite petrol filling station.

03-01-2019, Public Questions, A resident referred to a number of recent planning applications and the accuracy of the comments should read A resident referred to a number of recent planning applications and the inaccuracy of the comments.

07-01-2019 Reports from District and County Councillors, After the Christmas reset should read after the Christmas recess.

### **05-03-2019 To receive and consider reports from Committees including the authorisation of orders for payment:**

#### **a) Environment, Footpaths and Amenities, No meeting held**

In the absence of Councillor Geoff Mines, Councillor Carole Robertson advised that there is nothing to report.

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**b) Highways & Community, no meeting held**

Councillor Carole Robertson advised that there is nothing to report.

**c) Planning Committee**

Councillor Stephen Abbott advised that advised that there is nothing to report.

**d) Finance & General Purposes**

The Chairman presented the minutes of the meeting held on 18<sup>th</sup> February. The following matters/recommendations from the minutes were considered:

- **Schedule of payments:** December (attached for approval) **RESOLVED**
- **Repairs to one bus shelter:** The cost is £185.00 **RESOLVED**
- **Grant Request:** Ferring CE Primary School £249.95 & Home Start Arun, Worthing & Adur, £250, It agreed to award both Grants **RESOLVED**

**06-03-2019 Reports from District and County Councillors**

**Arun District Councillor Roger Elkins reported the following points:**

- The ADC 2019 – 2020 budget has been agreed with a 2.96% increase.
- ADC is coming to the end of term prior to the forthcoming Elections.
- The new swimming/leisure facility in Littlehampton is near completion.

**WSSC County Councillor, Councillor Roger Elkins reported the following points:**

- The WSSC 2019 – 2020 budget has been agreed with a 2.95% increase.
- The Fire Service Worthing has successfully recruited eight new Firefighters and is still looking for on call Firefighters.
- WSSC is encouraging people to use their online services, for example love west sussex online reporting.
- In relation to the A27 Arundel bypass, further to the National Park challenge, the Highways Authority has advised that a further meeting will be arranged with the interested parties.

**07-03-2019 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda**

Councillor Carole Robertson advised that at a recent JEAAC Highways and Transport Sub-Committee Meeting it was reported that the site clearance on the A259 from Station Road Roundabout to Haskins has commenced. The site clearance at the Wick end of the project will commence later in the year and that there are still a few Compulsory Purchase Orders (CPO) pending.

**08-03-2019 Annual Parish Meeting**

The revised format for the meeting has been circulated to Councillors and will include Chairman's Report, brief annual reports from District/County Councillors, Question time followed by an opportunity to circulate around the hall and to talk with Parish, District and County Councillors – tea / coffee biscuits will be available and local organisations with direct links to FPC will be invited to attend the meeting.

The meeting is scheduled for Saturday 1<sup>st</sup> June at the Glebelands Centre from 11.00am – 1.00pm.

The revised format was **RESOLVED** by Full Council.

Councilor Lesley Young offered to help with the arrangements for the event if required.

**09-03-2019 Elections Procedures 2019**

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The Parish Clerk presented the Election procedures to the Council, issuing the Councillors with their nomination forms and an explanation pack. Nomination forms to be returned to the Parish Clerk by Midday 27<sup>th</sup> March 2019..

The Parish Clerk will deliver the Nomination Forms to ADC by hand.

Councillors must inform the Parish Clerk if they choose to deliver their Nomination Forms to ADC themselves.

### **10-03-2019 FPC Council Blessing**

Following the Parish Elections, FPC arranges a Council Blessing. The proposed date for the event will be 30<sup>th</sup> July. The Parish Clerk will provide further information in due course.

### **11-03-2019 FPC Mission Statement**

As a result of a comment made at a recent Full Council meeting that the Parish Council does not have a mission statement on their website, Councillor Stephen Abbott has drafted an example that has been circulated to Councillors. It was acknowledged that the option of a Mission Statement was not favourable, however a brief statement of what the Parish Council does was considered by Full Council.

After a brief discussion it was **RESOLVED** to include the following under the Parish Council tab on the FPC website:

*What we do*

*Ferring Parish Council strives to protect and improve the environment, amenities and quality of life for all residents in the village by engaging with and representing the local community and through prudent financial management.*

*To fulfill these aims we ....*

### **12-03-2019 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda**

There was nothing to mention

The Council noted this information.

### **13-03-2019 Exclusion of the Public and The Press**

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

### **14-03-2019 Neighbourhood Plan Implementation (including 3 CRTBO'S Committee**

Councillor Carole Robertson provided Councillors with an update in relation to land acquisition.

**15-03-2019 Office Employment Contracts** – NALC National Salary Award for 2019 – 2020 have been issued.

**The next meeting will be held Monday 15<sup>th</sup> April 2019**

The Chairman closed the meeting at 8.30pm

Nadine Phibbs, Clerk to Ferring Parish Council