

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 15th April 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 Evans, Peter Coe, Geoff Mines, Roger Elkins (arrived 8.10pm) & Ruth Sims.

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.

Due to this being their last meeting as a Parish Councillor, the Parish Council gave special thanks to Councillors Peter Evans & Geoff Mines for their contribution and hard work for the Parish Council over the years.

01-04-2019 Apologies for absence

Apologies were received from Arun District Councillor Colin Oliver-Redgate.

02-04-2019 Declarations of interest

There were no declarations of interest.

03-04-2019 Public Questions

A resident referred to a recent Parish Flyer advising that the Parish Council was exploring the possibility of erecting a traffic island as a pedestrian refuge in Rife Way at its junction with Ferring Street. Whilst the resident felt that this was an excellent suggestion, he asked why a public consultation is required. Councillor Carole Robertson advised that this is a West Sussex County Council (WSSCC) highway and that it is statutory to have a public consultation.

04-04-2019 Minutes of the Council Meeting held on Monday 4th March 2019

The Minutes of the Full Council Meeting held on Monday 4th March 2019 were approved by Council and signed by the Chairman presiding as a correct record.

05-04-2019 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, meeting held 25th March

Councillor Geoff Mines provided an overview of the recent meeting which included, Langbury Lane footpath, Sea Lane trees, drinking water tap on the village green, cycle racks, dog issues, village green frontage, recycling project & tree matters.

In relation to the recycling project, Councillor Ruth Sims advised that there is a possibility that the Waste Management West Sussex Trailer & information point will attend the summer fair to promote the importance of recycling and to provide recycling advice.

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b) Highways & Community, meeting held 18th March

Councillor Carole Robertson advised the following:

- The new representative of the football club attended the meeting and advised that following a merge, the football club will soon become Ferring Brazilian Master Youth Football Club and his intention is to reintegrate the football club back into the village offering a facility for the youngsters.
- The FRSA has received a number of residents raising concerns with regards to parking within the village and as a result they are considering erecting signs to advise 'private roads – no unauthorised parking'. It was considered that approximately five signs should be placed strategically around the village. This will be discussed at the FRSA AGM at the end of May.

c) Planning Committee, Meetings held 1st & 15th April

Councillor Stephen Abbott reported the following:

At a Planning Committee Meeting on 7th November, minute item 5, it was advised that a notice for Tree Preservation Orders on 39 trees at Land at former McIntyre Nursery had been received. The formal tree preservation order was confirmed on 10th April.

d) Finance & General Purposes

The Chairman presented the minutes of the meeting held on 1st April. The following matters/recommendations from the minutes were considered:

- **Schedule of payments:** January & February (*attached for approval*)
- **Patterson's Walk sign:** The approximate cost £90.00
- **Allotment increase 2019:** It was unanimously agreed to increase the an annual allotment fees by £2.00
- **Office Furniture:** It was unanimously agreed to pay £20.00 for the office furniture
- **F&GP Income & Expenditure:** It was unanimously agreed to upload to website once approved by Full Council
- **Recycling project (bottles):** Following a further discussion it was unanimously agreed to allocated up to £350.00 to purchase reusable bottles and bags

The above was **RESOLVED** by Full Council

06-04-2019 Reports from District and County Councillors

WSCC County Council & Arun District Council, in the absence Councillor Roger Elkins there was nothing to report.

07-04-2019 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

Councillor Stephen Abbott reported the following from the recent ADC Development Control Meeting:

- FG/216/18, Asda, application made temporary for 2019 only to assess impacts of any issues that may arise. It will therefore be important for neighbours to report immediately any disturbances. ADC has assured the Planning Committee. that they will have staff available on those days to take any complaints. They will not be actively out on site monitoring noise levels etc overnight but will be relying on reports from the public.
- FG/228/18, Yeoman additional offices, application granted as Planning Officer recommendation.

08-04-2019 FPC Standing Orders

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For a number of weeks Councillors Geoff Mines, Terry Jackson & the Clerk have spent a considerable amount of time revising the standing orders.

The draft Standing Orders with the agreed amendments outlined on the additional paper available from the Clerk will be adopted by FPC and will be available on the website.

The above was **RESOLVED** by Full Council.

09-04-2019 Land Ownership

Councillor Geoff Mines advised that he has been approached by the Conservation Group to ask if FPC would consider taking ownership of some land in Sea Lane Close. After a short discussion, Councillors felt that this is not a feasible option.

The above was **RESOLVED** by Full Council.

10-04-2019 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda

The Parish Clerk advised that the Internal Auditor (R.S Hall) will be reappointed to assist with the 2018 - 2019 Accounts.

Councillors will recall that to meet GDPR compliance, Councillors will be assigned a Parish Council email address. The Parish Clerk distributed an envelope to each Councillor that contained details of their email address and password. The Parish Clerk will email the set up instructions and suggested signature block in due course.

The Council noted this information.

11-04-2019 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.

12-04-2019 Neighbourhood Plan Implementation (including 3 CRTBO'S Committee

Councillor Carole Robertson provided Councillors with an update.

The Clerk & Councillor Terry Jackson left the meeting.

15-03-2019 Office Employment Contracts – Contractual Matters (resolution paper available from the Clerk)

The Clerk & Councillor Terry Jackson returned to the meeting.

The next meeting will be held Tuesday 14th May 2019

The Chairman closed the meeting at 8.50pm

Nadine Phibbs, Clerk to Ferring Parish Council