



FERRING PARISH COUNCIL

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To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **STATUTORY ANNUAL MEETING OF FERRING PARISH COUNCIL** to be held on **Tuesday 14th May 2019** at the Ferring Village Hall in the Main Hall. The meeting will commence at **7.30pm**.

A Public Question Time of 15 minutes is allowed under Item 16 of the Agenda.

AGENDA

- 1 To elect a Chairman of the Council**
- 2 To receive the Chairman's declaration of acceptance of office**
- 3 To elect a Vice Chairman of the Council**
- 4 To receive the Vice Chairman's declaration of acceptance of office**
- 5 To receive declarations of acceptance of office for the elected Councillors**
- 6 Apologies for absence**
- 7 Declarations of interest** - members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda and notice must be given of any intended declaration which should then be made at the commencement of the item or when the interest becomes apparent.
- 8 Councillor Allowance Policy** – Information in relation to Councillor Allowances has been provided to Councillors (*enclosed*). If any Elected Councillor wishes to receive an allowance, please discuss with the Parish Clerk after this meeting. (7.45pm)
- 9 To appoint membership of the following committees** (*existing membership enclosed*) -
 - a) Planning Committee (decision powers)
 - b) Highways & Community Committee (advisory powers only)
 - c) Environment Committee (advisory powers only)
 - d) Neighbourhood Plan (including 3 x CRTBO's) Committee (advisory powers only)
 - e) Finance & General Purposes Committee (advisory powers only) (8.00pm)
- 10 To review the terms of reference for each committee** (8.05pm)
- 11 Appointment of any new committees/sub-committees in accordance with standing Order 19 (11)** (Personnel Committee & Policy Review Committee) (8.10pm)
- 12 Standing Orders** – Acknowledge resolution at Full Council 15th April 2019 (8.15pm)
- 13 General Power of Competence (GPC)** – Resolution to re-enact GPC (*paper enclosed*) (8.20pm)
- 14 Council Policies** – Resolution to readopt FPC Policies (*if any Councillor requires copies of*

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the policies, please contact the Clerk) (8.25pm)

15 To appoint representative to outside bodies

JEAAC & JEAAC Highways Representative (Carole Robertson) (8.30pm)

16 Public Question Time - 15 minutes has been reserved for members of the public to address the Council on any subject related to items on the agenda only. (Standing Order 1e)

Each member of the public is entitled to speak once and shall not speak for more than three minutes. (Standing Order 1g) (8.45pm)

17 Minutes of the Parish Meeting held on Monday 15th April 2019 - to consider, approve and sign by the person presiding as a correct record. (8.50pm)

18 To receive and consider reports from Committees (including the authorisation of orders for payment: (9.00pm)

a. **Environment, Footpaths & Amenities** – no meeting held

b. **Highways & Community** – no meeting held

c. **Planning Committee** – Councillor Stephen Abbott, meeting held 7th May & 14th May

d. **Finance and General Purposes** – Councillor Carole Robertson, Meeting held on 7th May 2019 (minutes attached)

Questions on reported items and approval of the report including:

- Schedule of payments for March (*enclosed for approval*)

19 To receive reports from Councillor Roger Elkins & Colin Oliver-Redgate

a. **District Councillor(s)** representing Ferring (Arun District Council)

b. **County Councillor** representing Ferring (WSCC) (9.10pm)

20 To receive reports from Members in respect of meetings attended which are not addressed elsewhere within this Agenda. (9.15pm)

21 End of year Accounts – Councillors have received a copy of the end of year accounts

- To approve the accounts for the year ending 31st March 2019

22 Annual Return -

a) To agree Section 1 – *Annual governance statement 2018/19* – of the Annual Return for the year-ending 31st March 2019 can be signed by the Chairman and the Clerk/Responsible Financial Officer

b) To agree Section 2 – *Accounting statements 2018/19* – of the Annual Return for the year-ending 31st March 2019 can be signed by the Chairman and the Clerk/Responsible Financial Officer (9.25pm)

23 The Glebelands Opportunity – To agree the below recommendations made by F&GP Committee:

a. Form a Working Party

b. To agree the FPC Statement to inform residents of the current situation (9.30pm)

24 Parish Member appointments to the National Park Authority 2019 – To nominate a Councillor (*details have been circulated via email*) (9.35pm)

25 Items to be referred to next Agenda and Items for Information Only

26 Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that because of the confidential nature of the business to be transacted, the Public and the Press leave the Meeting during consideration of Agenda Item 25 & 26.

27 Neighbourhood Plan Implementation (including CRTBO's) – Councillor Carole Robertson, to provide update

28 Parish Office – Contractual Matters

Date of next meeting Monday 15th July 2019

**Nadine Phibbs
Clerk & Responsible Financial Officer
8th May 2019**