

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 2nd December 2019** at Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Carole Robertson (Chairman), Councillor Stephen Abbott (Vice Chairman) Councillors, Ruth Sims, Terry Jackson, Clare Royal, Lesley Young, Peter Coe, Elizabeth Perry, Sally Crathern, John Tero & Roger Elkins.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillors Roger Elkins & Colin Oliver-Redgate

Residents: Four residents in attendance

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

01-12-2019 Apologies for absence

There were no apologies.

02-12-2019 Declarations of interest

There were no declarations of interest.

03-12-2019 Public Questions

A resident asked in relation to the article in the Parish Flyer regarding the Compass Bus Service. It was advised that there will be a report on this matter under agenda item 5b, Highways & Community.

A resident asked what the Parish Council are proposing with regards to the parking issues at the north end of Langbury Lane. It was advised that there will be a report on this matter under agenda item 5b, Highways & Community.

Councilor Roger Elkins referred to the recent ADC consultation on Tackling Anti-Social Behaviour. The Clerk advised that following a conversation with ADC, they are looking at re-issuing the consultation details specifically to the Parish Councils and will forward once this has been agreed.

04-12-2019 Minutes of the Council Meeting held on Monday 21st October 2019

The Minutes of the Full Council Meeting held on Monday 21st October 2019 were approved by Council and signed by the Chairman presiding as a correct record.

05-12-2019 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, no meeting held

Councillor Stephen Abbott advised the following:

Benches at south east side of Village Green: Councillor Stephen Abbott advised that the benches have now been repaired.

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Village Green Frontage (ADC works): The frontage has now been tidied up and we await a date for the further works which includes extending the knee rail.

b) Highways & Community, meeting held 11th November

Councillor Terry Jackson advised the following:

Vehicle Activated Sign: The Clerk has confirmed that the sign has been ordered.

Langbury Lane Parking Issue: Councillor Terry Jackson referred to vehicles that are parking on a dangerous unsighted bend causing an obstruction and reduced visibility for other road users. It was acknowledged that these parked vehicles are connected to the Care Home. This is considered a massive safety issue and the Parish Council is taking steps to deal with the matter.

In August 2019, two Councillors met with representatives of the Care Home and the parking issues were acknowledged. Unfortunately the situation has not improved and the Parish Council is still receiving complaints.

It was **RESOLVED** to send a letter to the Care Home and the Head Office requesting that they take the appropriate action to alleviate the situation and to inform them that should the dangerous parking continue the Parish Council will have no other course of action but to inform West Sussex County Council to request their action.

Compass Bus: In the most recent edition of the Parish Flyer, the Parish Council has advised residents that Compass Travel have raised concerns with regards to difficulties in manoeuvring the No.8 bus around South Ferring due to inconsiderate parking and if the problem persists they may have to give consideration to suspending the service.

Councillor Terry Jackson & the Clerk have had a positive meeting with the Managing Director and Compliance Manager of Compass Travel and are confident that a solution can be found.

c) Neighbourhood Plan Implementation (including CRTBO's) Committee, Meeting held on 25th November

Councillor Stephen Abbott (Chairman of the meeting on 25th November in the absence of Councillor Carole Robertson) advised that there was no further update since the meeting on 25th November.

d) Planning Committee, Meetings held 18th November & 2nd December

Councillor Stephen Abbott advised that there are no further comments.

e) Finance & General Purposes

Councillor Lesley Young presented the minutes of the meeting held on 18th November.

The following matters/recommendations from the minutes were considered:

- **Schedule of payments:** September & October (*revised copies emailed for approval*)

The above was **RESOLVED** by Full Council

06-12-2019 Reports from District and County Councillors

Arun District Councillor Roger Elkins advised the following:

- ADC has a Digital Strategy Policy being taken forward.
- Disabled Facility Grants are available within the district.

Arun District Councillor Colin Oliver-Redgate advised the following:

- The concerns regarding the roll out of 5G were raised at the ADC Council Meeting and the JEAAC Meeting. It was confirmed that within the district, there is no 5G roll out planned at this time.

WSSC County Councillor Roger Elkins advised the following:

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- In relation to Dementia Care, WSCC are looking for individuals with appropriate skills set to become Champion Helpers to people suffering from Dementia.
- The Fire & Rescue Service are running a campaign over Christmas to encourage people to ensure that they get home safely over the festive period.
- Household Waste Sites are trying to gain control on commercial waste and will be asking customers to provide proof of address when they visit the waste sites.
- Orchard House Children's Care Home in Uckfield has received an outstanding rating.
- WSCC Youth Cabinet Members consisting of youngsters from 11 to 18 years old have had the opportunity to shadow the WSCC Cabinet Members.

Councillor Terry Jackson asked in relation to the recent WSCC Winter Service report and that the WSCC bus route through Ferring will no longer be gritted during the winter months.

Councillor Roger Elkins advised that the gritting service in some areas will be reduced due to cuts within the budgets. The locations have been determined by a risk based assessment.

07-12-2019 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

There was nothing to mention.

08-12-2019 Neighbourhood Plan Review – Summary of Progress

Councillor Peter Coe is heading the Neighbourhood Plan Review Group with support from Councillors Stephen Abbott Terry Jackson

Further to recent correspondence, Councillor Peter Coe has circulated the most recent version V1.2 of the Review.

Based on information and advice received from Arun, this is to be treated as an internal review leading to a more formal revision late 2020, following the consultation with stakeholders/interested parties across the wider community. It was also felt that it is important to wait for the ADC Non-Strategic Sites DPD report that has now been delayed.

Councillors were asked to consider the following:

- a) Full Council to approve the findings of the internal review of the Neighbourhood plan.
- b) Full Council to approve the formation of working groups, reporting to the Neighbourhood Plan Implementation Committee, to progress the actions identified within the internal review and to engage with the wider community with a view to issuing a draft update to the plan by the end of 2020 for examination and, if necessary, referendum. The working groups as follows....
 1. CRTBO Group
 2. NP Review Working Group
 3. Assets of Community Value
 4. Areas of Special Character/Conservation Area
 5. Communications Group

The Parish Council is responsible and accountable for the Neighbourhood Plan. The Neighbourhood Plan is Council led with the support and consultation from stakeholders/interested parties from across the village.

The above was **RESOLVED** by Full Council

Council gave their thanks to Councillor Peter Coe and the NP Review Group.

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09-12-2019 The Glebelands Opportunity

Councillor Terry Jackson advised the following:

- The Group is pleased to welcome Councillors Sally Crathern & John Tero as new members and advised that tasks have been identified and allocated to Group members.
- The project is progressing well.
- An internal survey of the Glebelands has been completed. Due to the extreme weather the external survey will be completed in due course.

Councillor Terry Jackson provided the clarification that the Glebelands Group is not connected to the Neighbourhood Plan or Neighbourhood Plan Implementation (including CRTBO's) Committee. The Glebelands Group is an entirely separate entity that reports directly to Full Council.

It was agreed that a factual statement should be formulated to this effect for issue in the Parish Flyer & all about Ferring Magazine.

The above was **RESOLVED** by Full Council

10-12-2019 Citizens Advice – Outreach Project

In July 2019, FPC awarded a grant of £200 to Citizens Advice. Full Council acknowledged that within the grant application, it stated that 21 families have been helped with home visits and it was agreed that if the grant is approved that FPC ask if Citizens Advice would consider visiting the village to offer drop in sessions to local residents.

Councillor Lesley Young and the Clerk have met with the Citizens Advice CEO to discuss the option of the Outreach Project being available in Ferring. Whilst Citizens Advice would be keen to trial such a service in Ferring, they would need a considerable financial support in order to do so.

Councillors have been issued with a breakdown of expected costs for a two year period.

Council unanimously agreed not to proceed with this project on the basis of value for money.

The above was **RESOLVED** by Full Council

11-12-2019 Annual Parish Meeting

It was agreed that the Annual Parish Meeting should remain more of a social occasion and stand-alone from the Annual Statutory Meeting.

The Clerk has circulated a paper outlining the format for the Annual Parish Meeting 2020.

Council unanimously agreed to the proposed format and the proposed date for the meeting Saturday 2nd May 2020.

The above was **RESOLVED** by Full Council

12-12-2019 Highways & Community Committee

This item has been completed under minute item 05-12-2019 To receive and consider reports from Committees including the authorisation of orders for payment, b, Highways & Community, Langbury Lane Parking Issue.

13-12-2019 Warden/Community Officer

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In view of the deployment of the new PCSO, it was unanimously agreed not to pursue with this item at this time.

The above was **RESOLVED** by Full Council

14-12-2019 WSCC Heads of Terms

It was advised that the Clerk has received an email from WSCC in relation to the WSCC Terms of Business. It enquires if the Parish Council wish to progress with the scheme and if it is still our intention, could we provide an indication of the timescale.

It was agreed that the email should be answered with the following: The Terms of Business is under evaluation by the Parish Council and will be in line with the timescales agreed and at date of the Parish Council signing the document.

The above was **RESOLVED** by Full Council

15-12-2019 Freedom Leisure Out and About Project

The Clerk provided Councillors with an overview of the Out and About Project that runs through summer holidays and acknowledged the 2018 suggestion that the allocated amount should be raised in the 2020 - 2021 precept to cover the full six sessions available.

Councillors unanimously agreed to pursue with the full six sessions for 2020 - 2021.

The above was **RESOLVED** by Full Council

16-12-2019 Standards in Public Life

The Clerk has circulated the accompanying documentation relating to this item that sets out the ADC considered amendments to the Council Code of Conduct.

Councillors unanimously agreed to submit a response and that the Clerk will formulate the comments.

The above was **RESOLVED** by Full Council

17-12-2019 Strengthening Police powers to tackle unauthorised encampments Consultation

The response date of February 2020 was acknowledged and Councillors unanimously agreed that this is an item for the Highways & Community Committee.

The response should be circulated to all Councillors for their agreement.

18-12-2019 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda

Councillor Ruth Sims thanked the Councillors in advance for their help at the Christmas Event being held this Saturday 7th December.

The next meeting will be held Monday 27th January 2020

The Chairman closed the meeting at 8.35pm

Nadine Phibbs, Clerk to Ferring Parish Council