

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 27th January 2020** at Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: 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: Councillor Roger Elkins

Residents: One resident in attendance

In the absence of the Chairman, Councillor Carole Robertson, Councillor Stephen Abbott, Vice Chairman welcomed all present to the meeting and commenced the formal proceedings.

01-01-2020 Apologies for absence

Apologies were received from Councillor Carole Robertson.
ADC Councillor Colin Oliver-Redgate (*No report received*).

02-01-2020 Declarations of interest

There were no declarations of interest.

03-01-2020 Public Questions

A resident asked if the Community Infrastructure Levy (CIL) had been agreed. Councillor Roger Elkins in his capacity as an ADC Councillor confirmed that the CIL had been agreed by Full Council on 15th January 2020 and that the charging schedule will come into effect on 1 April 2020.

04-01-2020 Minutes of the Council Meeting held on Monday 2nd December 2019

The Minutes of the Full Council Meeting held on Monday 2nd December 2019 were approved by Council and signed by the Vice Chairman presiding as a correct record.

05-01-2020 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, meeting held 16th December

Councillor Stephen Abbott advised the following:

Village Green Frontage (ADC works): Awaiting a response from ADC Parks Department in relation to the enhancement work at the village green.

b) Highways & Community, no meeting held

Councillor Terry Jackson advised the following:

Speeding in the Village – The Vehicle Activated Speed Sign has initially been deployed on Sea Lane; Northbound prior to and over Christmas and then Southbound (towards the Sea) since New Year. The sign will be moved around the village over the next few months, however at present its location is restricted to existing signposts.

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There are, on average, 1,500 vehicles travelling along Sea Lane on a weekday in either direction. A full report will be provided to the Highways & Community Committee at their next meeting.

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. As agreed at Full Council 2nd December, a letter has been sent to the Nursing Home, cc'ing Progress Housing to ask that their carers use the car park provided. Councillors will note that this is still an issue and that the Highways & Community Committee will consider their next step at their next meeting.

Compass Bus: Compass Travel has 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 Compass Travel are discussing possible solutions with WSCC.

Councillor Roger Elkins asked in relation to the issues at Langbury Lane and the communications that we have had with the Care Home. Councillor Terry Jackson confirmed that there had been the initial meeting where the issue was raised and that a letter has been sent to the Care Home and its owner. The next options will be discussed at the Highways & Community Committee Meeting and suggested that contact will be made with the bus provider and WSCC. Councillor Roger Elkins also suggested writing to the ADC Planning Officers.

Councillor Roger Elkins asked in relation to the progress with the Compass Bus issue. Councillor Terry Jackson confirmed that following the meeting with Compass Travel, Compass Travel are now in discussions with WSCC regarding a solution and will revert back to us in due course.

c) Neighbourhood Plan Implementation (including CRTBO's) Committee, no meeting held

Councillor Stephen Abbott advised that there is no further update.

d) Planning Committee, Meetings held 2nd December & 27th January

Councillor Stephen Abbott advised the following:

FG/141/19/PL: Planning application FG/141/19/PL, Elm Lodge Tamarisk Way, Erection of 1 No detached chalet style dwelling with integral garage; demolition of existing conservatory & porches & erection of single storey side extension & part single/part two storey side extension to Elm Lodge (resubmission of FG/220/18/PL) has been refused.

K/16/19/PL: The Committee will recall that Planning Application K/16/19/PL, four bedroom dwelling, at The New Stables, Kingston was refused in October 2019. This application has now been taken to appeal. The Committee agreed that no further comments are required.

e) Finance & General Purposes

Councillor Lesley Young presented the minutes of the meeting held on 6th January.

The following matters/recommendations from the minutes were considered:

- Schedule of payments Income & Expenditure November
- Warren Pond replacement fencing: £440 to carry out work to replace five fence posts and to reinstall the poles and fencing.
- Conservation Group, Nature Trail leaflets: £100 to print further copies of the useful leaflet.

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The above was **RESOLVED** by Full Council

06-01-2020 Reports from District and County Councillors

Arun District Councillor Roger Elkins advised the following:

- The Community Infrastructure Levy (CIL) has been agreed at ADC Full Council on 15th January and the charging schedule will come into effect on 1 April 2020. Town and parish councils will start to receive a proportion of CIL receipts for commercial & resident developments this year (the CIL is a contribution to the infrastructure based on per metre Sq).
- Following a lengthy ADC Full Council Meeting last week, one of the key elements for debate was regarding the Structure of the Council. Full Council resolved to revert to a Committee System which will be implemented in April 2021 and will be in place for the next five years at a minimum.

WSSC County Councillor Roger Elkins advised the following:

- WSSC Personnel Changes – Becky Shaw (East Sussex County Council) is the new Chief Executive, Paul Marshall was elected at Full Council 18 October 2019 as the new WSSC Leader. Two new members of the Cabinet have been announced, Education - Nigel Jupp and Communities, Fire & Rescue - Duncan Crow
- Hampshire County Council has produced a review of Children's Services Report that highlights a number of issues.
- There has been a lot of publicity regarding possibly school closures.
- Wednesday 15th January was National Pothole Day. Highways & Infrastructure funding comes from central government. The pothole at Haskins A259 have been filled.
- WSSC Precept has been set at an overall 1.99% increase and a 2% increase for adult Social Care. WSSC Cabinet are expected to resolve the increases at their meeting on 28th January.

Councillor Terry Jackson referred to the recent £4million settlement paid to a company after it narrowly failed to win a lucrative highways contract from WSSC and if WSSC can give a reassurance to the tax payer that WSSC will not fall foul if a similar situation arises.

Councillor Roger Elkins advised that the WSSC Legal Team is consulted in such matters and that lessons have been learnt.

07-01-2020 Reports from Members in respect of Meetings attended and not addressed elsewhere on the Agenda

There was nothing to mention.

08-01-2020 The Glebelands Opportunity - Councillor Terry Jackson, Glebelands Project Group Update *(related documentation available on the website)*

The GPG Group asked the F&GP Committee to consider a recommended amount that should be held in FPC reserves. The remainder of the funds, after Parish running costs, could be used for other Parish Council projects as required and agreed by Full Council.

The F&GP Committee made a recommendation that the Parish Council should hold a reserve of £75,000.00. This amount will be reviewed annually.

The above was **RESOLVED** by Full Council

09-01-2020 Precept 2020 - 2021

The Clerk presented the 2020 – 2021 Precept and Councillors were advised that F&GP Committee recommend its approval by Full Council:

Councillors requested one small amendment as follows:

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ADC Costs, ADC Glebelands to read ADC Costs, Glebelands Grounds Maintenance

The proposed increase in the Precept is 2.4% equating to a rise in a Band D property of 0.74p per year.

Full Council unanimously **RESOLVED** to authorise the precept in the sum of £93,184.00 for 2020 - 2021.

The above was **RESOLVED** by Full Council

10-01-2020 WSCC Publication of Soft Sand Review of the West Sussex Joint Minerals Local Plan (Regulation 19)

Council unanimously agreed no further action required.

The above was **RESOLVED** by Full Council

11-02-2020 WSCC Permit Scheme Consultation

Council unanimously agreed no further action required.

The above was **RESOLVED** by Full Council

12-01-2020 ADC Street Trading provision within the Arun District

Council unanimously agreed no further action required.

The above was **RESOLVED** by Full Council

13-01-2020 FPC Bank Account

The Parish Clerk advised that FPC currently has four bank accounts with three banks. To ensure that the Parish Finance is secure the Clerk has spent time looking at the possibility of opening another bank account. This is an account to keep money in, it is not a current account.

The Clerk has suggests opening an account with HSBC. To open an account, this can now all be done online and signatories added. The Clerk will administer the account as she does with all of the other accounts.

Councillors **RESOLVED** to pursue with opening a new Bank Account with HSBC

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

As part of the process, HSBC may ask for personal information for all Councillors, this includes full name, country of birth, nationality, date of birth, address, occupation and contact details. However, ID is not required. The Clerk has much of this information from the election/co-option paperwork; if anything else is required she will let you know on an individual basis.

Councillors **RESOLVED** that their information could be passed to HSBC as required.

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

In addition to a new bank account, the Clerk also requires nominees to be a signatory on the new & existing accounts.

The following Councillors agreed to become signatories on the new HSBC Bank Accounts:

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Councillors Terry Jackson, Ruth Sims, Stephen Abbott, Lesley Young & Peter Coe as required.

The following Councillors agreed to become signatories on all of the existing Bank Accounts: Councillors Ruth Sims, Stephen Abbott, Lesley Young & Peter Coe as required.

The above was **RESOLVED** by Full Council

14-01-2020 Parish Online License

The Parish Clerk advised Councillors that during 2019 Parish Online has seen an improved version launched and can now help parish councils to become more resilient

Parish and Town Councils are able to utilise the Parish Online GIS mapping system that supports a variety of local authority activities including: Asset management & maintenance including storing asset records, Mapping out pieces of land including measurements, Trees and TPOs, Winter Plans record & Road Network Classification, Legally print off maps as all covered by copyright

Parish & Town Councils can also benefit from accessing information from multiple providers including national data sets, WSCC Highways Data including: WSCC Highways Data: Habitat Survey, Notable Roads and Verges, Operation Watershed: Data, Surveys, Highway Drainage Improvements, Census Parish Summaries, Bus Stops, Footway Condition, Grass cutting – Rural & Urban, Highway Boundary, Public Rights of Way and walks, Road Signs

WSCC has to date funded the Parish Online license, however this is due to expire in February 2020.

On behalf of parish/town councils, SALC's has negotiated the price with Geosphere (the provider).

The cost to FPC to hold a license is usually £150 per year for a three year agreement. However, FPC has been offered a reduced fee of £45.00 per year for a three year agreement (70% discount).

Councillors **RESOLVED** to proceed with the purchase the license as outlined above.

The above was **RESOLVED** by Full Council

15-01-2020 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda

There was nothing to mention.

The next meeting will be held Monday 16th March 2020

The Chairman closed the meeting at 8.50pm

Nadine Phibbs, Clerk to Ferring Parish Council