



FERRING PARISH COUNCIL

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To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **FERRING PARISH ANNUAL STATUORY COUNCIL MEETING** to be held on **Thursday 28th May 2020** at **7.00pm**.

Due to the Coronavirus (Covid 19) pandemic, The Meeting of the Full Council (Tuesday 26th May 2020) will be held remotely (via Zoom) in line with 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020' that are currently enacted for Meetings on and up to 7th May 2021.

For further information see The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

<http://www.legislation.gov.uk/ukxi/2020/392/contents/made>

Public Question Time, agenda item 12: Members of the Public are invited to submit questions on any subject related to items on the agenda only, for consideration at the meeting, to the Council by no later than Wednesday 27th 2020 at 4.00pm, either in writing delivered to the Parish Council Offices, via email to: parishclerk@ferringparishcouncil.org.uk or by telephone: 01903 249449.

Details to join the meeting will be provided upon request – please call the office on (01903) 249449 or email parishclerk@ferringparishcouncil.org.uk before 10:00am on 28th May 2020.

Please note that the Meeting will be recorded (audio), for the purpose of ensuring clarity for the Minutes.

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 adopt the Policy for holding remote meetings *(copy attached)***
- 6 To adopt the Policy for Delegation of Authority *(copy attached)***
- 7 To adopt the work from home policy *(copy attached)***

8 Apologies for absence

9 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.

10 To appoint membership of the following committees (*existing membership attached*) -

- 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)
- f) Personnel Committee (working groups)
- g) Policy Review Committee (working groups)
- h) Glebelands Project Group (working groups)
- i) Neighbourhood Plan Review Group (working groups)

11 To appoint representatives to outside bodies

JEAAC & JEAAC Highways Representative

Arun District Association of Local Councils (ADALC) Representative

12 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)

This is the only time that the public has the opportunity to speak during the meeting. Members of the public are respectfully asked to use their mute button or not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.

13 Minutes of the Parish Meeting held on Monday 16th March 2020 - to consider, approve and sign by the person presiding as a correct record.

14 To receive and consider reports from Committees (including the authorisation of orders for payment) – At Full Council 16th March, minute item 12-03-2020 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda, it was resolved to postpone Committee Meetings unless exceptional circumstances. Committee Chairs have been asked to provide a brief report for each Committee. (*copies attached*)

a. Environment, Amenities and Footpaths – Councillor Stephen Abbott

b. Highways & Community – Councillor Terry Jackson

c. Neighbourhood Plan Implementation (including CRTBO's) Committee
– Councillor Carole Robertson

d. Planning – Councillor Stephen Abbott - To note the status of the Planning Committee & Remote Meeting held 18th May (*copy & minutes attached*)

e. Finance and General Purposes – Councillor Lesley Young
Questions on reported items and approval of the report including: (*F&GP overview attached*)

a. Schedule of payments for February & March (*attached for approval*)

b. Purchase of additional IT equipment

c. Pill Box Plaque (*already completed*)

d. Zoom upgrade

15 The Glebelands Opportunity - Councillor Terry Jackson - Project update
(*copy attached*)

16 To receive reports from -

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

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

17 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda

Date of next meeting Monday 20th July 2020

Nadine Phibbs
Clerk & Responsible Financial Officer
22nd May 2020