

All minutes are draft and subject to approval at the next meeting

FERRING PARISH COUNCIL

FPC Extraordinary Council Meeting

Minutes of the FPC Extraordinary Meeting held on Wednesday 1st July 2020 commencing at 8.00pm via the Zoom platform.

Present	Councillors	
		Stephen Abbott
		Lesley Young
		Ruth Sims
		John Tero
		Carole Robertson
		Terry Jackson
		Peter Coe
		Roger Elkins
		Elizabeth Perry
		Clare Royal

	The Extraordinary Meeting opened at 8:00pm and all those present were welcomed.	
1	Apologies for Absence There were no apologies.	
2	Declarations of Interest Councillor Roger Elkins in his capacity as ADC Councillor & WSCC Cabinet Member declared an interest.	
3	Public Question Time There were three members of the public present. There were no public questions.	
	<p>Councillor Stephen Abbott in his capacity as the Council Chairman asked the Council if they are content to change the running order to address items 6 & 7 before item 5 as it maybe that debate could impact on the content of the letter to residents. The above was unanimously agreed by Council.</p> <p>For minute purposes, the agenda will now run as follows: Agenda item 4 Parking Issues South Ferring – To discuss the issues raised by residents in relation to the parking in South Ferring.</p>	

	<p>Agenda item 5</p> <ul style="list-style-type: none">a) Proposed letter to West Sussex County Council – as the responsible authorityb) Proposed letter to Ferring Ward District Councillors - to ask them to actively engage with ADC/WSCC <p>Agenda item 6</p> <p>Proposed letter to residents regarding parking – as per recommendation in the Highway & Community</p>	
4	<p>Parking Issues South Ferring – To discuss the issues raised by residents in relation to the parking in South Ferring.</p> <p>Councillor Peter Coe reminded Councillors that last year, Compass Bus raised concerns with regards to difficulties in maneuvering 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.</p> <p>Councillor Terry Jackson & the Clerk have met with Compass Managing Director and Andy Warton Senior Passenger Transport Planner, WSCC to discuss possible solutions.</p> <p>At this meeting the overall feeling was that a temporary TRO (using cones) would not practical but double yellow lines are the best solution which will require a TRO. Due to the Coronavirus (covid-19), there have been no further discussions, however these will resume in due course.</p> <p>In addition to the issues with the Compass Bus, now that the lockdown has been relaxed and as reported at the Annual Statutory Council Meeting on 28th May 2020, there have been a number of calls and emails concerning parking in the vicinity of South & West Drive area.</p> <p>At the Annual Statutory Meeting it was agreed that the issue should be referred back to the Highways & Community Committee for further discussion and it was proposed that a statement to residents will be formulated for Full Council approval</p> <p>At the Highways & Community Committee Meeting on 12th June 2020, contents of the statement were discussed. The FRSA Representative that attends the FPC Highways & Community Committee Meeting agreed that FRSA would support the statement.</p> <p>Councillor Peter Coe also acknowledged that to fulfil the requirements for a TRO is a lengthy process and is prioritised on a point system, therefore may not be approved by West Sussex County Council (WSCC).</p> <p>As WSCC hold the authority over Ferring roads, FPC needs to work with WSCC to find a solution. Also taking into consideration FRSA as they maintain the roads.</p>	

	<p>FPC has uploaded to their website the WSCC fact sheet in relation to the definition of private roads/streets.</p> <p>Councillor Terry Jackson acknowledged that the parking is an issue, however the initial issue was in relation to the bus service, therefore whatever options are considered, Compass Bus need to be in agreement.</p> <p>Councillor Roger Elkins acknowledged that the roads in Ferring are private roads/streets that are privately maintained by FRSA and that any implemented TRO such as yellow lines would need to be maintained or if a permanent TRO were not granted, would need to be removed by FRSA.</p> <p>Councillor Roger Elkins stated that the power for a TRO rests with WSCC as the responsible authority and that there is an opportunity that an emergency TRO can be obtained quite quickly. An emergency TRO can then become a temporary TRO. A temporary TRO can extend for 18 months.</p> <p>Councillor Terry Jackson expressed his disappointment that information regarding an emergency TRO was not advised at the meeting with Compass Bus & WSCC.</p> <p>Councillor Roger Elkins went on to advise that FRSA has contacted WSCC with regards to options and WSCC has advised the requirements and how to obtain an emergency TRO.</p> <p>Councillor Peter Coe advised that a representative from FRSA attended the recent FPC Highways & Community Committee Meeting and that he has continued a dialog with that said representative but had not been made aware that FRSA has approached WSCC direct.</p>	
<p>5</p>	<p>a) Proposed letter to West Sussex County – as the responsible authority It was unanimously agreed not to send the letter in light of additional information provided during the meeting.</p> <p>Action: Councillor Roger Elkins will send a response to the Clerk in relation to the four below points :</p> <ul style="list-style-type: none"> • What signage is permitted to be placed on the verges of privately maintained streets to which the public have right of access as a deterrent to nuisance parking? • What road markings are a community permitted to make on privately maintained streets to which the public have right of access as a deterrent to nuisance parking? • What enforceable measures can be put into place in the short term at the junctions between West Drive/Ocean Drive and South Drive to prevent vehicles creating an obstacle to the Bus and Emergency Services? • What enforceable measures can be put into place in the longer term to prevent vehicles being parked too close to road junctions throughout 	<p>RE</p>

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	<p>South Ferring which contravenes the Highway Code. (<i>While the Highway Code isn't the law, it can be used to support decisions made by the Police or other officials responsible for parking enforcement</i>).</p> <p>Proposed letter to Ferring Ward District Councillors - to ask them to actively engage with ADC/WSCC It was unanimously agreed not to send the letter in light of additional information provided during the meeting and assurances from Councillor Roger Elkins that he would engage with ADC on enforcement issues.</p> <p>Action: Councillor Roger Elkins will take forward the issues of parking in Ferring to ADC and report back to the Clerk.</p> <p>Action: Councillor Roger Elkins will ask a WSCC TRO Officer to provide the Clerk with the criteria and process for an emergency TRO.</p>	<p>RE</p> <p>RE</p>
<p>6</p>	<p>Proposed letter to residents regarding parking – as per recommendation in the Highway & Community</p> <p>At the Highways & Community Committee Meeting on 12th June 2020, contents of the statement were discussed.</p> <p>A representative from FRSA attended the FPC Highways & Community Committee Meeting and the draft letter has been sent to the FRSA Chairman for their agreement and support.</p> <p>It was agreed to include the link to the FPC website to the WSCC fact sheet in relation to the definition of private roads/streets within the statement.</p> <p>It was agreed to send the resident letter to all properties south of Beehive Lane and to upload a copy of the letter onto the FPC website.</p> <p>The Council agreed a budget of up to £400 to cover the printing and distribution of the letter.</p> <p>Action: Councillor Peter Coe to contact FRSA to obtain details of the progress made with the emergency TRO with WSCC and to obtain agreement and support with the resident letter.</p> <p>Action: Once instructed the Clerk will organise the printing & distribution of the letter.</p>	<p>P Coe</p> <p>Clerk</p>
<p>7</p>	<p>Date of Next Full Council Meeting – Monday 20th July 2020 The meeting closed at 9.20pm</p>	