

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 25th January 2021** as virtual meeting using the Zoom Platform. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Stephen Abbott (Chairman), Councillors, Peter Coe, Terry Jackson, Ruth Sims, John Tero, Carole Robertson, Alex Juniper, Ruth Arnold & Roger Elkins.

West Sussex County Councillor: Councillor Roger Elkins

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

Residents: There were no residents in attendance

Councillor Stephen Abbott, Chairman welcomed all present to the meeting and commenced the formal proceedings.

01-01-2021 Apologies for absence

Apologies were received from Councillors Elizabeth Perry & Clare Royal. The apologies were accepted.

02-01-2021 Declarations of interest

There were no declarations of interest.

03-01-2021 Public Questions

There were no questions.

04-01-2021 Elect a Vice Chair of the Council

Councillor Peter Coe was elected as Vice Chairman of the Council.

Councillor Peter Coe read and signed the Vice Chairman's Declaration of acceptance of office in view of the Council and Parish Clerk as the Proper Officer.

05-01-2021 Minutes of the Full Council Meeting held on Monday 7th December 2020

The Minutes of the Full Council Meeting held on Monday 7th December 2020 was approved by Council and signed by the Chairman presiding as a correct record.

06-01-2021 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, Meeting held 14th December 2020

In the absence of Councillor Clare Royal, Councillor Stephen Abbott advised the following:

Warren Pond required works - It was agreed that once recruited, the new Maintenance person will be asked to quote for the work.

b) Highways & Community, no meeting held

Councillor Peter Coe advised the following:

TRO/TTRO update - As resolved at the last Full Council, the TTRO application was submitted on the 17th of December. WSCC responded on the 18th December that, contrary to previous guidance, they will be following legal advice that a temporary order should not be used as a precursor to a permanent order as the presence of yellow lines on the ground

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could be seen as indicating a presumption that a decision had been made ahead of the statutory consultation process. They have, however instructed that the original TRO process should be commenced as soon as possible. The revised plan and residents' responses have been passed to the TRO team for inclusion in the process.

Permission has now been given by all relevant residents in both South and West Drive for the installation of time restriction signs to meet the requirements of the single yellow line areas, subject to approval by the TRO.

Councillor Terry Jackson asked, if it is an option that FPC use their means of communication to notify residents of the consultation.

Councillor Peter Coe advised that the FPC Website, Facebook page, noticeboards etc will be utilised to notify residents of the Consultation.

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

Councillor Peter Coe advised the following:

Neighbourhood Plan Revision - As circulated recently, there is a need to complete the review and update of the Neighbourhood plan. Whilst we are still waiting for an advisory note from ADC and there is no desire to undertake nugatory work, we remain vulnerable to challenge from developers on a number of fronts. At present we do not have a 3-year supply of housing published and therefore the "*presumption in favour of sustainable development*" principle could be applied.

In light of the recent published HELAA, there is a need to formally progress the review of the NP and gain consensus from the community on a number of key issues, particularly in relation to the designation of the North and South Gaps as Local Green Spaces.

ADC HELAA Update - In November Council were updated by email on the methodology that ADC are applying to the identification of potential development sites, and that the 2020 HELAA would be published in December without involvement of Parishes. Whilst they have acknowledged that in respect of the Village Hall "*There are some potential ownership/relocation issues however so the site it is unlikely to come forward in the short term*". There are two areas of concern that Council needs to be aware of:

ADC's decision tree for plan making (their term) shows that, for Gaps between Settlements, they would consider development of small or modest sites as being suitable both "*Outside but Physically Adjacent to BUAB (Built Up Area Boundary)*" and "*Walking proximity to BUAB (400 m)*". When pressed on what they deemed modest, they answered that this would be infills of odd shaped areas of land and small inconspicuous developments that do not join up.

In the version of the HELAA published in December 2020, ADC have identified "Land east of Green Park Ferring" (ie the slice of Ferring adjacent to Chatsmore Farm) as being a deliverable site for 56 dwellings and note that "*As at Sept 2020, promoter estimates submission of full planning application in June 2022 and completion of last dwelling in Nov 2026*".

Whilst they identify "Land to east of Sea Lane" (ie the Southern Coastal Gap) as being a "Not Currently Developable Site", in the deliverability summary it is noted that "*Promoter estimates delivery timescales dependent on the relocation of the Rugby Club*". Under Angmering in the HELAA they summarise the potential for the development of the Rugby Club as "*Promoter estimates submission of planning application in July 2022 and completion of last dwelling in December 2028*".

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This is clearly at odds with the Worthing BC Local Plan's intent for both gaps to be protected as Local Green Space and, as such potentially shows contradictory intents of the two Local Authorities which, at best, leaves the Ferring side of both gaps extremely vulnerable. The Conservation group have recently emailed the District Councillors and Sir Peter Bottomley with their concerns on this issue.

Councillor John Tero advised that whilst working in conjunction with the History Group and the Conservation Group, the draft application for the extension of the green spaces has been completed and is ready to go to approval.

Councillor Roger Elkins acknowledged the good work from Councilor Peter Coe and advised that at a number of meetings, ADC are moving forward with the local plan and that ADC are encouraging Parishes to continue with their NP Reviews.

d. Planning Committee, Meetings 11th & 25th January

Councillor Stephen Abbott advised the following:

Further to our objection, K/54/20, Land East of Kingston House Kingston Lane Kingston, Single storey 4 bed dwelling & stable block (resubmission following K/16/19/PL, the application has been refused.

Ferring Parish Council's objection was received well by Kingston Parish Council.

Notification of a Development Control Committee Meeting at 2.30pm on the 3rd February 2021: FG/123/20/PL: Land at former McIntyre Nursery Littlehampton Road Ferring.

It was agreed that a brief written statement will be submitted to support the earlier objection.

e. Communications Working Group, no meeting held

The Clerk advised that there was nothing to report at this time.

f. Finance & General Purposes Meeting held 11th January

Councillor Terry Jackson advised the following:

Councillors have received a copy of the minutes and there are three items to discuss and approve.

- a) Schedule of payments for November - approved
- b) Allotment Charges – a small increase in annual charges of £1 half plot & £2 full plot was approved.
- c) Covid-19 Plaque – As part of the crossing shelter/bench project at the side of the Parish office, the covid-19 snake has been cemented into the bench surrounding. The Environment Committee at their meeting 14th December 2020 suggested to put a small plaque on the bench explaining the reason for the snake. Council supported this suggestion and the purchase of a plaque at £39.14 but raised the question if the quotation included the wording on the plaque. It was agreed that the Clerk will check this and if the quotation increases, she will email Councillors to advise. The purchase was approved.

The above was **RESOLVED** by Full Council

Councillor Roger Elkins asked about the remainder pebbles. The Environment Committee will explore the option of these pebbles being moved to a suitable location.

07-01-2021 Precept 2021 - 2022

The Clerk presented the 2021 – 2022 Precept.

F&GP Committee recommends the Precept and that an increase is not required and the set precept amount for 2021 – 2022 will remain at £93,184.00.

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In monetary terms the Band D Council Tax contribution for the year 2021 - 2022 will increase by 1p (0.03%) from £38.67 to £38.68.

F&GP Committee Recommendation for Full Council approval:

Precept 2021 - 2022

No increase in the Precept 2021 - 2022

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

08-01-2021 Maintenance works within the village

The vacancy was advertised on the website, noticeboards and in the parish flyer and received an encouraging response with six interested candidates.

The Clerk & Councillor John Tero spoke to each candidate and formed a shortlist of three candidates.

The Clerk produced a works list for the quarterly maintenance programme which was circulated to the shortlisted candidates to review the list, the sites and to provide a quotation for the work. As a result of receiving the quotations, the shortlist was reduced to two candidates.

The Clerk has circulated to Councillors a summary of the two shortlisted candidates & an FPC draft written agreement

Recommendations:

Appointment: After a further discussion and meeting both candidates, the Clerk & Councillor John Tero recommends that candidate A is appointed as the FPC Maintenance Person.

Agreement: The draft agreement circulated to Councillors is to be approved *(as agreed at F&GP Committee meeting, Councillor Stephen Abbott has reviewed the agreement)*. In addition, the Clerk confirmed that the agreement has been reviewed by SALC CEO.

It was acknowledged that for any work a Risk Assessment is essential, however a Method Statement (RAMS) must also be provided.

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

The Clerk expressed her thanks to Councillor John Tero for his help and support with this project.

09-01-2001The Glebelands Opportunity – Councillor Terry Jackson

Councillor Terry Jackson advised that the Parish Council awaits a response from WSCC. Once received, the requirement for professional advice will be considered.

10-01-2021 West Sussex Association of Local Councils (WSALC)

The Clerk has circulated an update to Councillors advising that the AGM has been rescheduled. There is no further action required.

11-01-2021 Reports from District and County Councillors

Arun District Councillor Colin Oliver-Redgate advised the following:

- Acknowledged the good work by FPC.
- ADC are moving forward a leisurely pace – it is expected to gather more pace with projects including A259 & A27 works.

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Arun District Councillor Roger Elkins advised the following:

- As reported in the minutes 06-01-2021, c. Neighbourhood Plan Implementation (including CRTBO's) that ADC are moving forward with the local plan.
- At a recent ADC Full Council Meeting, it was reported that there has been significant financial support to assist with the impact of the Covid-19 pandemic.
- A Covid-19 Test Centre will be opening in St Martin's car park, Littlehampton.
- ADC proposed budget for 2021 – 2022 financial year is expected to include an increase of 2.68%.

WSCC County Councillor Roger Elkins advised the following:

- The Vaccination project is being led by the NHS.
- WSCC are offering support for carers and track and trace.
- The WSCC Covid-19 support HUB will continue.
- With the impact of the Covid-19 pandemic, Government funding of 89 million pounds has been paid to WSCC to assist with the support services, with a further 28 million pounds to be paid.
- An Independent Review Panel has reported improvements with the counties fire services.
- WSCC will be contributing 10 million pounds to energy saving projects, 20 million pounds to a new fire station in Horsham and 12 million pounds to highway projects.
- The refurbishment of the bridge on the A280 in Angmering is now complete.
- In relation to 2021 – 2022 budget proposal, a decision will be taken in February and is expected to include an increase of 4.99%.

At the last Full Council Meeting on 7th December, Councillor Peter Coe asked In light of the Cabinet Meeting on 24th November to progress proposed savings under the Medium Term Financial Strategy, what consultation with the Parish Council and community is planned and when are the potential impacts on Ferring going to be communicated, particularly in relation to the proposals to: review the provision of library services; ending the community highways scheme; reduction in public transport and the review of the property estate; considering that they appear to be programmed for review by WSCC mid to late January?

Councillor Roger Elkins confirmed that in relation to the libraries, there will be consultations. Discussions regarding community highways scheme; reduction in public transport continue.

12-01-2021 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

Councillor Stephen Abbott advised that Barn Surgery has updated their website and it has been suggested that this update is included on the FPC website. This was agreed.

The next meeting date is Monday 15th March 2021

The Chairman closed the meeting at 8.40pm

Mrs Nadine Phibbs
Clerk to Ferring Parish Council