



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 **Tuesday 4th May 2021** at **7.30pm**.

Due to the Coronavirus (Covid 19) pandemic, all Council Meetings 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 9: 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 30th April 2021 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 Zoom meeting will be provided upon request – please call the office on (01903) 249449 or email parishclerk@ferringparishcouncil.org.uk before 10:00am on 4th May 2021.

Please note that the Meeting will be recorded, for the Clerk 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 Apologies for absence**
- 6 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.

7 To appoint membership of the following committees (existing membership attached for Councillors)

- 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 group)
- g) Policy Review Committee (working group)
- h) Glebelands Project Group (working group)
- i) Neighbourhood Plan Review Group (working group)

8 To appoint representatives to outside bodies

JEAAC & JEAAC Highways Representative

Arun District Association of Local Councils (ADALC) Representative

9 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.

10 Minutes of the Parish Meeting held on Monday 15th March 2021 - to consider, approve and sign by the person presiding as a correct record.

11 To receive and consider reports from Committees (including the authorisation of orders for payment)

a. Environment, Amenities and Footpaths – Councillor Clare Royal, meeting held 22nd March 2021 (*minutes attached*)

- a) Meeting with ADC Cleansing Department

b. Highways & Community – Councillor Peter Coe, no meeting held

- a) Further meeting scheduled with ADC in relation to Glebelands Grounds ADC Agreement. & Glebelands parking proposal.

c. Neighbourhood Plan Implementation (including CRTBO's) Committee – Councillor Peter Coe, Meeting held 26th April, (*minutes attached*)

- a) Arun Local Plan review
- b) Neighbourhood Plan Implementation (including 3 x CRTBO's) – Overall Update
- c) ADC Queries to be led by ADC District Councillors
- d) Neighbourhood Plan Full Review – outline plan

- e) Community Infrastructure Levy Group
- d. **Planning** – Councillor Stephen Abbott, meeting held 19th April & 4th May
- e. **Communications Working Group** – no meeting held
- f. **Finance and General Purposes** – Councillor Terry Jackson, meeting held 19th April (*minutes attached*)
 Questions on reported items and approval of the report including:
 - a. Schedule of payments for February & March (*attached for approval*)
 - b. An Extraordinary Full Council Meeting will be scheduled for mid-June to sign off the end of year accounts.
 - c. Maintenance works at the office (*paper attached for Councillors*)
 - d. Grant for 4-signt £150 (*paper attached for Councillors*)
 - e. Maintenance works within the village – to consider quotations from FPC Maintenance Contractor (*paper attached for councillors*)
 - f. Zoom subscription for 12 months £119 ex VAT

12 The Glebelands Opportunity - Councillor Terry Jackson

- a) A letter to be sent to acknowledge the WSCC response
- b) Statement to be prepared for residents
- c) Reserves agreement

13 Council Documentation – Councillors to consider adoption of revised Code of Conduct & Register of Interests. (*attached paper & documentation, Code of Conduct document circulated by email to Councillors*)

14 Internal Auditor - Reappointed to assist with the 2020 – 2021 FPC Accounts

15 Covid-19 FPC next steps – as recommended by F&GP Committee (*refer to the F&GP minutes*)

16 Royal Memorial – HRH Prince Philip, The Duke of Edinburgh, as recommended by F&GP Committee (*refer to the F&GP minutes*)

17 Freedom Leisure - Out & About Project for Ferring (*email circulated to Councillors 21st April*)

18 To receive reports from -

- a. **District Councillor(s)** representing Ferring (Arun District Council)
- b. **County Councillor** representing Ferring (WSCC)

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

Date of next meeting Monday 19th July 2020

Nadine Phibbs
Clerk & Responsible Financial Officer
27th April 2021