

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 26th July 2021** at the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Peter Coe (Chairman), Councillor Clare Royal (Vice Chairman) Councillors, Terry Jackson, John Tero, Alex Juniper, Stephen Abbott & Roger Elkins.

West Sussex County Councillor: Councillor Roger Elkins

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

Residents: There were two residents in attendance

Councillor Peter Coe, Chairman welcomed all present to the meeting and commenced the formal proceedings.

01-07-2021 Apologies for absence

Apologies were received from Councillor Ruth Arnold. The apologies were accepted.

Due to Covid-19 restrictions, Councillor Terry Jackson attended the meeting remotely. As Councillor Terry Jackson was not in person attendance, he was not permitted to vote on Council business.

02-07-2021 Declarations of interest

Councillors Peter Coe, Clare Royal, John Tero, Stephen Abbott & Roger Elkins declared an interest in agenda item 5 Vacant Council Positions due to one of the potential candidates being known to them.

Councillor Peter Coe declared a work-related interest in agenda item 12 Southern Water.

03-07-2021 Public Questions

A resident asked in relation to the agenda item public questions and that this item is at the beginning of the meeting prior to any Council business. Councillor Peter Coe explained that under this agenda item, the public are permitted to ask a question regarding any item on the agenda and that the meeting is a meeting in public. Therefore does not permit public participation at any other point.

04-07-2021 Minutes of the Annual Statutory Meeting held on 4th May 2021 & **Extraordinary Council Meeting** held on 21st June 2021 - to consider, approve and sign by the person presiding as a correct record.

The Minutes of the **Annual Statutory Meeting** held on 4th May 2021 was approved by Council with the below amendment and signed by the Chairman presiding as a correct record. Councillor Stephen Abbott queried that Councillor Colin Oliver-Redgate's report does not form part of the minutes. It was believed that the report is included within the Annual Parish Meeting Minutes along with the WSCC report – The Clerk to check.

Councillor Roger Elkins advised that his report at the Annual Statutory Meeting was quite limited due to WSCC entering into the election period.

Councillor Peter Coe advised in relation to minute item 08 -05-2021 - Appointment of representatives to outside bodies.

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FPC received a letter dated 21st July 2021, from WSCC Director of Law and Assurance informing us of the removal of County Local Committees including JEAAC and replacing them with informal County Local Forums for a one year trial.

The Minutes of the **Extraordinary Council Meeting** held on 21st June 2021 - was approved by Council with the below amendment and signed by the Chairman presiding as a correct record.

05-07-2021 Councillor Vacancies

The Chairman advised the Council that there are currently four vacancies for Councillors and we have received two applications. The Chairman welcomed Lesley Young & Mark Stacey (the applicants) to the meeting and asked them to make a short presentation about themselves, their interests in the Parish Council and their reasons for wishing to become a Councillor. Following the presentations, Councillors were given the opportunity to ask any questions to both applicants.

The result of the ballot **RESOLVED** to co-opt Lesley Young & Mark Stacey to serve as Councillors until the next ordinary election.

Lesley Young & Mark Stacey read out their Declaration of Acceptance of Office and signed the declaration form. The Clerk issued the newly co-opted Councillors with further documentation to complete including Code of Conduct, Register of Interest and a request for dispensation to take part in discussion of, and vote on, any matter relating to setting the precept.

06-07-2021 To receive and consider reports from Committees including the authorisation of orders for payment:

a) Environment, Footpaths and Amenities, no meeting held

Councillor Clare Royal advised that there was nothing to report and that the next meeting is scheduled for 2nd August.

b) Highways & Community, no meeting held

Councillor Peter Coe advised the following:

Rife Way Refuge – Update via email on 13th July from WSCC has effectively abandoned the project due to costs of moving cables etc (£70k) increasing the total to £105k and therefore is considered too much for this type of feature and money would be more effectively used elsewhere. They have reviewed and challenged these estimates and looked at other ways of installing the refuge. However, it is essential for the electrical cables and apparatus to be relocated to install the refuge so despite these efforts the scheme will need to be set aside.

South Ferring TRO – The consultation period finished on the 22nd July and there were 4 objections and 12 messages supporting the proposals. As there were fewer than 6 objections these responses can be reported to the Head of Highways for a decision, which, hopefully, will be quicker than having to go back to the local members with the report. The Traffic Officer is endeavouring to get the report written as soon practicable once he has received the “legal” summary of the responses.

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

Councillor Peter Coe advised the following:

All councillors have received the detailed responses from ADC on various questions relating to the Neighbourhood Plan and a summary of outcomes of the meeting and subsequent queries were attached.

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d. Planning Committee, Meeting held 26th July

Councillor Stephen Abbott advised the following:

There is possible planning application for a development south of the A259 at the East Preston/Angmering and Ferring Boundary. Whilst there is no official consultation at this time, there were plans and the other local parishes have raised concerns. The local parishes will continue to discuss and Council will be kept updated of any developments.

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 19th July

Councillor Terry Jackson advised the following:

Questions on reported items and approval of the report including:

- a) Schedule of payments for April, May & June - *Approved*
- b) Minute binding – Recommendation from F&GP Committee to purchase a binding machine - *Approved*
- c) Funding Dispensation – Recommendation from F&GP Committee Clerk dispensation – *Approved with the amendment to B, on agreement with the Chairman or Vice Chairman.*
- d) Warren Pond Tree Works – Recommendation from F&GP Committee - *Approved*
- e) The Pantiles Tree Works – The Clerk has kept Councillors updated with regards to the broken branch at the Pantiles and that the tree surgeon, after inspection suggests that the said tree is suffering from ash dieback. The Clerk has obtained two quotations, to make good the tree and also to remove the tree. The FPC Tree Warden has also been informed and he has inspected the tree. It was agreed that this item is to be deferred to the Environment Committee for further discussion and consideration at their Meeting on 2nd August. The Environment Committee will revert back to Council for a decision on removal of the tree - *Deferred*
- f) Henty Tree Works - *Approved*
- g) FPC Maintenance repair to bench at Pantiles - Recommendation from F&GP Committee - *Approved*

The above was **RESOLVED** by Full Council

07-07-2021 FPC Committee Structure Review

As recommended by F&GP Committee - Proposal:

That a Working Group is set up, comprising the Council Chair and Vice Chair, Parish Clerk and Admin assistant, to review the structure of the Council and its committees and make recommendations for improving the efficiency and effectiveness of the council.

Remit of the Working Group to be:

To review the structure and frequency of meetings to make recommendations to Full Council for improvements to be made to maximise effective use of councillors' and officers' time and effort.

Councillor Roger Elkins suggested to explore similar Councils and their Committee structures. Councillor Peter Coe advised that this exercise has been completed and that FPC have the most Committees and that there is no common consensus between Councils.

The above was **RESOLVED** by Full Council

08-07-2021 Office Arrangements

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Further to the Covid-19 restriction being lifted on 19th July, Councillors had a brief discussion in relation to the working arrangements and to opening the office. It was acknowledged that it is too soon after the restrictions being lifted and that the office personnel arrangements could be managed by the Clerk. It was therefore agreed. to continue with the current arrangements.

It was also agreed that, until February 2022, that all meetings will be held in the Village Hall.

The above was **RESOLVED** by Full Council

09-07-2021 Village Hall Revised T&C's

The revised T&C's have been circulated to Councillors for their consideration. Councillors unanimously agreed for the Clerk to sign the T&C's.

The above was **RESOLVED** by Full Council

10-07-2021 Platinum Jubilee (70th) Anniversary of the Coronation of the Queen

As mentioned in the email to Councillors on 6th June, the Queens Platinum Jubilee will be a National Celebration with an extended bank holiday from Thursday 2nd to Sunday 5th June 2022. Whilst the Parish Council have not been directly responsible for the Village Summer Fair in the past, is it appropriate for us to take the lead in coordinating events in the village for this unique occasion, engaging with other groups and businesses within the village.

Proposal:

The Parish Council will work with various groups across the community to organise events to celebrate the Queen's Platinum Jubilee in June 2022.

The above was **RESOLVED** by Full Council

11-07-2021 South Downs National Park

Design Guide Supplementary Planning Document (SPD) Consultation.

Council noted the consultation content with no comments and no further action.

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

12-07-2021 Southern Water

Consultation on our new draft Drought Plan.

Council noted the consultation content with no comments and no further action.

Councillor Roger Elkind did suggest that the Parish Council may wish to contact the Environment Agency to obtain information on the water quality/level of pollutants in the Rife.

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

13-07-2021 WSCC Draft West Sussex Transport Plan 2022-2036 (WSTP) Consultation

This item will be discussed at the next Highways & Community Committee Meeting on 9th August. The Highways & Community Committee will revert back to Council on 6th September.

14-07-2021 Letter from Arundel Mayor in relation to the Arundel-Ford Pathway

After a brief discussion it was agreed that this is an appropriate project for FPC to support.

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

Reports from District and County Councillors

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15-07-2021 Arun District Councillor Colin Oliver-Redgate advised the following:

- Acknowledged the recent passing of a gentleman that was a community supporter and a past Mayor of Worthing.
- ADC are resuming in person meetings including the next Full Council Meeting.
- He continues work with parishioners in his role as a local Councillor
- A dead tree opposite Sea Lane Gardens has now been removed.
- Raised concerns in relation to safety at sea and that more of the sand on the beach is disappearing. He suggested that this is an item that the Parish Council may wish to discuss in the future.

Arun District Councillor Roger Elkins advised the following:

- There has been a number of changes at ADC with a new leader and moving to a Committee Decision System.
- Picking up for Councillor Colin Oliver-Redgate's comment regarding safety at sea, it was advised that the RNLI provides advice and training and that there are life guards on Arun beaches.

Councillor Peter Coe asked Councillor Roger Elkins for an update on any progress with the request to ADC Planning Policy Committee to review the strategic gaps for designation as Green Space as part of their evidence gathering for the revised Local Plan.

Councillor Roger Elkins advised that this matter will not be addressed by the Committee until September 2021.

WSCC County Councillor Roger Elkins advised the following:

- As reported under minute item 04-07-2021 Councillor Roger Elkins confirmed the removal of County Local Committees including JEAAC and replacing them with informal County Local Forums for a one year trial. It was advised that the turnout was low and that the new forum system will encourage public engagement with WSCC on such matters.
- WSCC Covid-19 updates are still available.
- Worthing Library has received a make over and is now open.
- Through Covid-19, the importance of the Emergency Services has been recognised and 6th September will become an Emergency Services Day.

Councillor Peter Coe referred to the removal of County Local Committees and asked how TRO's will be determined. Councillor Elkins advised that TRO's will continue to be scored by Officers with TRO requests with no objections to be decided by the Director of Highways. TRO requests with objections will be decided by Local Member and Cabinet Member for Highways. Councillor Elkins undertook to confirm the revised process for submissions of TROs

Councillor Peter Coe asked in relation to the Motion relating to the potential for implementation of 20 mph speed limits in residential areas (Agenda Item 11c). Councillor Roger Elkins was not fully conversant with this item due to it being a motion.

16-07-2021 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

Councillor Peter Coe advised, as Council were informed by email, following an approach from the new Village Hall Chairman, Peter Phillips, we met for an informal chat on the 23rd of July.

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In essence, the Village Hall trustees are keen to create a rejuvenated and positive relationship with the Parish Council, including working in partnership on events and in creating a coordinated approach to providing the village with a community resource together with other groups in the village. They have also asked if we would nominate a Councillor to join the management committee.

It was agreed that the approach is welcomed and it is in the interests of the wider community for FPC to build a relationship with the Village Hall.

It was also agreed that Councillor Ruth Arnold will be the Councils representative.

The above was **RESOLVED** by Full Council

The next meeting date is Monday 6th September 2021

The Chairman closed the meeting at 9.05pm

Mrs Nadine Phibbs
Clerk to Ferring Parish Council