

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

**FERRING PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.40pm
on Monday 23rd August 2021 at the Village Hall**

Present	Councillors	Terry Jackson
		Stephen Abbott
		Lesley Young
		Clare Royal
		Peter Coe

1	Apologies for absence Apologies were received from Councillor Roger Elkins on the morning after the meeting (24/08/21).	
2	Declarations of interest There were no declarations of interest.	
3	Public Question Time There were no members of the public present.	
4	To confirm the Minutes of the last meeting held 19th July 2021 The Minutes of the Finance & General Purposes Committee Meeting held on 19 th July 2021 were approved by the Committee as a correct record and signed by the Chairman.	
5	Matters arising from the report of the last meeting held on 19th July 2021 Minute item 10 Committee Structure Review, it was advised that the Committee Structure Review Working Group has been formed comprising the Council Chair and Vice Chair, Clerk and Admin assistant. The Working Group remit is confirmed as, to review the structure and frequency of meetings to make recommendations for improvements to be made to maximise effective use of councillors' time and effort.	
6	Accounts and Finance The income and expenditure schedule for July 2021 were reviewed and will be recommended for Full Council approval.	

7	<p>Parish Clerk Report including Financial Matters The Clerk mentioned that to ensure that FPC are kept at the safe limit within the banks, she will be looking to open an additional bank account. It was acknowledged that there are a number of projects that FPC will be considering over the next few months.</p>	
8	<p>Environment Committee – Councillors Clare Royal a) Quotation to crown ash tree pantiles – Further to the Environment Committee Meeting on 2nd August, the ash tree at the Pantiles was discussed and the FPC Tree Warden confirmed that the tree does not have Ash Die back. The F&GP Committee considered three quotations obtained from the Tree Surgeon and agreed to pursue with the Tree Warden’s recommendation to crown the tree. The above will be recommended for Full Council approval. b) War memorial brick and repointing works – It was acknowledged that it has previously been advised that there are a few loose slabs and the small brick wall needs to be re-built. The Clerk has met on site with JT Joinery & Carpentry (the company that installed the bench & bus shelter at the side of the office) and has asked for a quotation to repair the wall and paving before Remembrance Day. The Clerk is expecting to receive the quotation in the next few days and this will be an item on Ful Council agenda. The War Memorial project will remain as an Environment Committee agenda item. Councillor Terry Jackson asked Councillor Clare Royal if the issue of dog’s mess and consideration given to possibly erecting strategic signage within the village could be added to the next Environment Committee agenda. Highways & Community Committee – Councillor Peter Coe a) New event signage – a paper has been circulated to Committee members explaining that when village events are taking place (Remembrance Sunday, Christmas lights) there is a need to close roads through a road closure notice obtained via ADC and provide advance warning signage and diversions on the day. In the recent past the advance warning signs were fixed to existing posts at height by the previous handyman. Comments have been made that these were not always seen by drivers and this approach may not be as achievable. At HAC Committee Meeting 9th August it was agreed to prepare a proposal to purchase frames to enable the signs to be easily placed and clearly visible. An inspection of the existing diversion signs has also been carried out and whilst they remain functional, could do with replacement. It was agreed to pursue with new signage and the cost not to exceed £650.00. The above will be recommended for Full Council approval.</p>	

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	Councillor Stephen Abbott mentioned the issue of overhanging trees on WSCC highways. This will be reported via love west sussex app.	
9	<p>Neighbourhood Plan Implementation (including 2x CRTBO's) Committee – Recommendation from the Committee - That the Committee Name, structure and remit for Neighbourhood Development Plan Committee as detailed in Structure of the NPI Committee paper be adopted.</p> <p>The above will be recommended for Full Council approval.</p>	
10	<p>All about Ferring Magazine It has been suggested to write a NPI summary to provide clarification for the residents.</p>	
11	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.</p>	
12	The next Finance & General Purposes Committee Meeting is scheduled for Monday 4th October 2021	
	The meeting closed at 8.05pm.	