



## FERRING PARISH COUNCIL

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### To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **FERRING PARISH COUNCIL MEETING** to be held on **Monday 18<sup>th</sup> October 2021** in the Village Hall, Main Room. **The meeting will commence at 7.30pm.**

Members of the Public are welcome to join the meeting and will be given an opportunity to make representation to Council on matters on this agenda only. There will be a reduced capacity to allow for social distancing and Covid-19. Members of the Public are asked to confirm to the Clerk if they wish to attend by emailing the Clerk by 4.00pm 4<sup>th</sup> September 2021 [parishclerk@ferringparishcouncil.org.uk](mailto:parishclerk@ferringparishcouncil.org.uk)

### AGENDA

- 1 Apologies for absence**
- 2 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.
- 3 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 not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.
- 4 Minutes of the Full Council Meeting** held on 6<sup>th</sup> September 2021 - to consider, approve and sign by the person presiding as a correct record.
- 5 To receive and consider reports from Committees** (including the authorisation of orders for payment)
  - a. Environment, Amenities and Footpaths** – Councillor Clare Royal, meeting held 6<sup>th</sup> October (*attached*)
  - b. Highways & Community** – Councillor Peter Coe, no meeting held
    - a. TRO update

- c. **Neighbourhood Development Plan Committee** – Councillor Peter Coe, no meeting held
  - a. ADC Planning policy Committee – Feedback from meeting reference to the local plan
- d. **Planning & Licensing** – Councillor Stephen Abbott, meeting held 4<sup>th</sup> & 18<sup>th</sup> October
- e. **Communications Working Group** – no meeting held
- f. **Finance and General Purposes** – meeting held 4<sup>th</sup> October (*minutes attached*)
  - Questions on reported items and approval of the report including:
    - a) Schedule of payments for August (*attached for approval*)
    - b) Office Cleaning Services - Recommendation from the F&GP Committee that a contract is set up with a commercial cleaner for regular office cleaning at a cost not to exceed £75 per calendar month.
    - c) AED Unit - Recommendation from F&GP Committee (*paper attached*)
    - d) Consider Standing Order Review – Recommendations from F&GP Committee to form a working group to review the Standing Orders
    - e) Maintenance Contractor – Recommendations from F&GP Committee
      - 1. task group is formed to agree best way to recruit a new maintenance contractor.
      - 2. Agree an Interim solution
- 6 **Parish 2020 - 2021 Accounts & External Audit** – Clerk will report
- 7 **Ferring Village Hall** – Parish Council liaison (*Councillor Ruth Arnold*)
- 8 **FPC Events** – Remembrance Day & Christmas Events volunteers required to assist including marshaling
- 9 **Office Arrangements** - Covid-19 FPC next steps
- 10 **Arun District Council Infrastructure Investment Plan Final Consultation October 2021** – Consider FPC Comments (*circulated to Councillors 14<sup>th</sup> October*)
- 11 **To receive reports from** –
  - a) **District Councillor(s)** representing Ferring (Arun District Council)
  - b) **County Councillor** representing Ferring (WSCC)
- 12 **Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda**

Date of next meeting Monday 6<sup>th</sup> December 2021

  
Nadine Phibbs  
Clerk & Responsible Financial Officer

12<sup>th</sup> October 2021