

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 7th March 2022** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Clare Royal (Vice Chairman), Councillors, John Tero, Stephen Abbott, Alex Juniper, Terry Jackson (left the meeting 8.40pm), Paul Moss, Mark Stacey, Lesley Young & Roger Elkins (arrived 7.40pm).

West Sussex County Councillor: Councillor Roger Elkins

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

Residents: There were two residents in attendance

Councillor Clare Royal, Vice Chairman welcomed all present to the meeting and commenced the formal proceedings.

01-03-2022 Apologies for absence

Apologies were received from Councillors Ruth Arnold & Peter Coe. The apologies were accepted.

02-03-2022 Declarations of interest

Councillor Terry Jackson declared an interest in agenda item 16, Office Employment Contracts

03-03-2022 Public Questions

There were no public questions.

04-03-2022 Minutes of the Full Council Meeting

The Minutes of the Full Council Meeting held on 24th January 2022 were approved by Council and signed by the Vice Chairman presiding as a correct record.

05-03-2022 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*

a. Maintenance/Handyman – Councillor John Tero advised that he has explored the possibility of using an outside Contractor but unfortunately, they are not interested due to the minimal level of work offered. Returning to the original candidate list, another local candidate has been identified that has lived Ferring for 32 years and works part-time for his son's tree surgery company.

The Maintenance/Handyman (Contractor) agreement states that the Contractor shall provide Public Liability Insurance, with a suggested ten million pounds. However, the candidate holds two million pounds Public Liability cover.

After a brief discussion, Council agreed for Councillor John Tero to refer back to the candidate to enquire

1. That the public liability is a sole public liability
2. If he will consider increasing his public liability cover to 10 million.

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It was **RESOLVED** that the information could be circulated to Councillors and a decision whether to proceed to be made via email on a majority vote.

b. Rampion Funding Application – Councillor Clare Royal advised that Councillor Peter Coe has spoken to Sussex Community Foundation Grants Team. They did not feel that our request for a telescope and information/Interpretation board would fit the criteria they have for grants, primarily they are looking to support disadvantaged groups. They would consider if we were proactively linked with specific projects to promote and/or meet more than one of the criteria with priority given to those projects that also address local needs in areas of disadvantage. The closing date for applications is the 25th of March.

It was agreed that to meet the criteria the Parish Council could with either the local schools or Ferring Country Centre. Councillor Peter Coe has offered to contact Ferring Country Centre and Councillor Lesley Young will contact the local schools.

The above was **RESOLVED** by Full Council

c. Queens Canopy tree – Councillor Clare Royal has approached ADC regarding planting the tree on the Village Green but is yet to receive a response. It is unlikely that the cut-off date to plant for the Queens Canopy by end of March 2022 will be met. However, the scheme will reopen in October allowing a further opportunity to plant the tree.

b) Highways & Community, Meeting , Meeting held 28th February

In the absence of Councillor Peter Coe , Councillor Clare Royal advised that the minutes have been circulated and there are two items for discussion:

a. Annual Parish Meeting – recommendation from the committee that the meeting is held prior to the FPC Statutory Meeting in May with the following format:

1. Chairman's report
2. Brief annual reports from District/County Councillors
3. Question time

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

b. Sea Lane trees – response from Councillor Roger Elkins with regards to the last safety check of the trees on Sea Lane was completed by WSCC.

Councillor Roger Elkins advised that there is a criteria set based on a risk factor for the maintenance of the trees but was unaware of the last or next inspection.

Councillor Roger Elkins will visit the area to look at the trees and identify any concerns.

Onslow Drive - Councillors will recall that over the years there has been issues with caravan deliveries damaging the grass verges in Onslow Drive. WSCC has advised that widening the road or tarmacking the grass is not an option. However, Councillor Roger Elkins now advises that WSCC are considering that resurfacing the grass verges could be an option. On receipt of further details, the Clerk will advise.

c. Neighbourhood Development Plan Committee, no meeting held

Councillor Clare Royal advised that the Revised Ferring Conservation Area document has been circulated to Councillors and thanked Councillor John Tero for his work on this project.

Councillor John Tero went on to advised that the revision has been sent to the ADC Principal Conservation Officer. The next stage is for the ADC Principal Conservation Officer to visit to complete a survey.

d. Planning Committee, Meeting held 21st February

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Councillor Stephen Abbott referred to the outcome of the appeal at Chatsmore Farm, Land north of Goring Station

Councillor Roger Elkins acknowledged that the outcome is disappointing and that it will put extra pressure for other proposed developments and that it is vital that we remain vigilant.

It was noted that the Parish Council has been involved with the action group and supported the statement submitted jointly with Ferring Conservation & History Groups. It was also noted that the MP is involved and that there is no requirement for a Parish Council statement at this time.

The above was **RESOLVED** by Full Council

e. Communications Working Group, no meeting held

There was nothing to report

f. Finance & General Purposes Meeting held 17th January

Councillor Lesley Young advised the minutes have been circulated.

Questions on reported items and approval of the report including:

a. Schedule of payments for January were approved.

b. FPC Banking update and removal of signatories – The Clerk advised provided the following update on the FPC bank accounts:

- Unity Trust Bank – account now open
- NatWest Bankline – delay with opening Bankline due to Natwest set up.
- Santander – Council **RESOLVED** to remove two Councillors as signatories (R Sims & C Robertson).

The above was **RESOLVED** by Full Council

06-03-2022 Project Group – Councillor Lesley Young provided the following update.

Further to the Project Working Group Meeting 17th February, a three page summary of the Project list has been circulated outlining the progress made and details of how the projects have been broken down and categorised.

Councillor Roger Elkins suggested that the opportunities and evidence of the work needed should be considered and that any project should go via the usual process, ie, Committees to Full Council.

Councillor Lesley Young will circulate the score sheet Excel workbook that supports the Project list.

07-03-2022 FPC Bus shelters - Notice of the date for the removal of books and an explanation will be published will be confirmed to Council.

At Full Council 6th December 2021, minute item 07-12-2021, Notice of the date for the removal of books and an explanation will be published on the website, noticeboards and on the bus shelters was **RESOLVED**.

Councillors Arnold, Coe and Young and the Parish Clerk have agreed to undertake this work on Tuesday, 15th March 2022. Notification of this is to be published (as agreed by Full Council) on the Council website, FPC Facebook page and the bus shelters.

08-03-2022 Internal Auditor – To appoint an internal auditor

RS Hall & Co was appointed as the Internal Auditor to assist with the 2021 – 2022 FPC Accounts & Audit.

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The above was **RESOLVED** by Full Council

09-03-2022 Letter received from the Retirement Club – To consider draft response circulated to all Councillors
Council approved the letter for the Clerk to send.

The above was **RESOLVED** by Full Council

10-03-2022 Post Covid arrangements – To consider future Meeting Location & return to office
The Clerk advised that the Parish Office is now open to visitors and that the Administrative Assistant will return to the office and no longer work from home.

Council **RESOLVED** that Committee meetings will resume in the Parish Office with the next meeting as Environment Committee Meeting on 28th March.

Council **RESOLVED** that the next Finance & General Purposes Committee Meeting will be held 11th April in the Parish Office.

The above was **RESOLVED** by Full Council

11-03-2022 Ferring Village Hall – Parish Council liaison
In the absence of Councillor Ruth Arnold, Councillor Clare Royal advised that there was nothing to report.

12-03-2022 The Glover Landscape Review: Government Response and Consultation – Council noted the consultation content with no comments and no further action.

The above was **RESOLVED** by Full Council

13-03-2022 Reports from District and County Councillors

Arun District Councillor Colin Oliver-Redgate advised the following:

- Further to the earlier conversation regarding over grown trees in Sea Lane, this also includes some of the bushes encroaching on to the road. Following concerns raised by residents, Councillor Colin Oliver-Redgate has cut back some of the bushes.
- Referred to the good work with the resurfacing and drainage in Beehive Lane.
- Highlighted the concerns raised by residents regarding noise and parking issues at the residential home in Langbury Lane and that this matter has been registered with ADC Environmental Health.

Arun District Councillor Roger Elkins advised the following:

- ADC 2022 – 2023 budget is agreed at 2.58% increase.
- There is 19 million pounds being invested in the levelling up fund.
- ADC has debated the A27 Arundel bypass supporting the suggested route with a number of caveats.

WSCC County Councillor Roger Elkins advised the following:

- The 2022 – 2023 budget is now set with a 2.99% increase, 1.99% general increase and a 1% increase for adult social care.
- During the recent storms, over 500 incidents were reported to WSCC with over 300 incidents resolved in one day.

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- WSCC has a wellbeing month being held in libraries including the meals on wheels contractor offering nutrition advise.
- WSCC has 10 million pounds to address carbon zero.

14-03-2022 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

There was nothing to mention.

15-03-2022 Exclusion of the Public and The Press

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

16-03-2022 Personnel Sub-Committee – Office Employment Contracts

The Clerk's holiday entitlement for 2021 - 2022 was reviewed. Council **RESOLVED** to allow 5 days to be carried over.

The above was **RESOLVED** by Full Council

Council was advised that the NALC National Salary Award 2021 - 2022 have been announced with a 1.75% increase.

The next meeting date is 25th April 2022

The Chairman closed the meeting at 9.05pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**