

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

**FERRING PARISH COUNCIL
PARISH FACILITIES & PROJECTS COMMITTEE (PFP)
(Decision Making Powers)**

**Minutes of the Parish Facilities & Projects Committee (PFP)
meeting held at 7.30pm on Monday 15th August 2022 at the Village Hall**

Present	Councillors	Lesley Young (Chairman)
		Ruth Arnold
		Peter Coe
		Terry Jackson

1	<p>Apologies for absence Apologies were received from Councillors John Tero, Roger Elkins, Clare Royal, Nigel Barden & Stephen Abbott. The apologies were accepted.</p>	
2	<p>Declarations of interest There were no declarations of interest.</p>	
3	<p>Public Question Time There were no questions.</p>	
4	<p>To confirm the Minutes of the Parish Facilities & Projects Committee held 25th July 2022 The Minutes of the Parish Facilities & Projects Committee held 25th July 2022 were approved by its Committee Members and signed by the Chairman presiding as a correct record with the following addition: Apologies for absence, Councillor Roger Elkins was absent with no apologies received.</p>	
5	<p>Actions update from the last meeting Item 8, Communications with Ferring Residents – the article has been circulated to Councillors and is an agenda item this evening. Item 9, Change of Personnel at St Andrews – the written appreciation has been circulated to Councillors and is ready to be issued via All About Ferring, the Parish Council website and the parish flyer.</p>	Clerk
6	<p>Communication with Ferring Residents At the last Parish Facilities & Projects Committee (PFP) meeting 25th July, it was agreed that the committee will consider the format of the informal sessions. After a lengthy discussion, it was felt that it is not the right time to pursue this item and that further project exploratory work is required prior to presenting</p>	

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	<p>the proposals to residents.</p> <p>It was agreed that Councillor Lesley Young will provide a summary project list that will be circulated to Councillors and that discussions regarding this item will resume at the Parish Facilities & Projects Committee (PFP) Meeting on 3rd October</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	LY
7	<p>General Items</p> <p>a. Village Sign Councillor Terry Jackson has previously circulated a paper in relation to the installation and location of the Ferring Village sign advising that it is clear that the existing location of the sign is now totally unsuitable due to the surrounding trees.</p> <p>The Committee reviewed the other possible locations and agreed to pursue with option d, Land to the left of Rife Way looking from Goring Way.</p> <p>It was agreed that Councillor Terry Jackson and the Clerk will engage with WSCC to discuss the feasibility and suitability of the location.</p> <p>b. Flagpole Village Green It was noted that at the Parish Facilities & Projects (PFP) Committee Meeting 6th June, minute item 13, Flagpole Village Green - Councillors John Tero & Roger Elkins will liaise in relation to the removal of the flagpole on the village green.</p> <p>In the absence of Councillors John Tero & Roger Elkins, it was agreed that this item is deferred to the Parish Facilities & Projects Committee (PFP) next agenda.</p> <p>c. Community Noticeboard The Clerk advised that the noticeboard requires a new lock and that she has asked the FPC Maintenance Contractor to organise the replacement lock.</p> <p>d. Wooden Bus Shelter The Clerk advised that the FPC Maintenance Contractor will supply a quotation to apply varnish and protection to the wooden bus shelters.</p> <p>During discussions, the Committee acknowledged the good work that has been completed by the FPC Maintenance Contractor on behalf of the Parish Council.</p> <p>e. Village green frontage As explained within the previously circulated paper to Committee Members, FPC at their Full Council Meeting 21st October 2019, Minute item 06-10-2019</p>	TJ/Clerk

	<p>e, Village green frontage - A request for a financial contribution to ADC for works to be carried out on the village green frontage – Council agreed the contribution of £500.</p> <p>To date, ADC has not issued FPC with an invoice for the contribution and as a fair amount of time has lapsed, ADC felt that in terms of accounts purposes, it would prove complicated for ADC to claim the contribution. ADC has therefore returned with a further suggestion.</p> <p>The Committee will be aware of the unsightly north strip of land running up to the public conveniences. ADC would like to regress (grass) and plant bulbs along this strip and has suggested that the £500 contribution is used and invoiced for this proposed work.</p> <p>After a brief discussion, it was agreed that this item is deferred to the Parish Facilities & Projects Committee (PFP) next agenda to take advice from Councillor Roger Elkins, Arun District Councillor, as to whether this is the correct procedural process for the Parish Council to undertake.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	RE
8	<p>Projects</p> <p>a. Gateway signs Councillor Terry Jackson has previously circulated a paper in relation the proposal to manufacture and install Gateway signs on the entrances to Ferring.</p> <p>There are currently road signs announcing FERRING, at each of the three locations that we wish to put our decorative gateway signs. A relatively straightforward approach would be to have these signs removed and replaced with our manufactured gateway signs. The distance between the existing fixing posts would be fine for our proposed signs.</p> <p>It was agreed that in the first instance that Councillor Terry Jackson and the Clerk will contact WSCC to enquire whether they would be amenable to our proposal to manufacture new signs and for WSCC or ADC to fit them.</p> <p>b. Public Conveniences - (Councillor Stephen Abbott) It was noted that there is no update and at the request of the Committee, the Clerk will contact ADC to enquire of the progress made.</p> <p>c. Langbury Lane Bus Shelter – via the General Parish Issues (GPI) Committee Further to a request for a bus shelter at the south side of Langbury Lane, it was acknowledged that the area suggested is too small to site a shelter at this location. It was agreed not to pursue with this project at this time.</p>	TJ/Clerk

	<p>d. Warren Pond Information Board – via the General Parish Issues (GPI) Committee Ferring Conservation Group are working on material for the Information Board with professional design and artwork and will provide a quotation for Council consideration.</p> <p>e. Patterson’s Walk Signage - via the General Parish Issues (GPI) Committee Ferring Conservation Group have raised further concerns regarding the no cycling signs that have been removed from Pattersons Walk and suggested that signs asking cyclists to dismount their bikes should be erected. After a brief discussion the Committee agreed that this item will not be pursued.</p> <p>f. TRO’s (Greystoke, Mid village Shops & Langbury Lane) – via the General Parish Issues (GPI) Committee The proposed FPC TRO process that has been circulated to Committee Members was discussed at length. It was agreed that in the first instance the Councillors who are members of the General Parish Issues (GPI) Committee will complete the items from the process highlighted in blue, including identifying alternative solutions/options, discuss proposal with County Councillor, contact local residents/businesses affected, obtain document names & address of supporters, outcomes of initial consultation and develop initial plan.</p> <p>TRO’s will be an item for the General Parish Issues (GPI) Committees next agenda.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p> <p>f. Rife Way Refuge WSCC has advised that if Ferring Parish Council wishes to pursue an improvement scheme at this location, a new Community Highways Scheme (CHS) application should be submitted.</p> <p>g. Projects Working Group There was nothing further to mention.</p>	
<p>11</p>	<p>Parish Events</p> <p>a. Ferring Festival Following the suggestion that FPC take the lead and arrange the Ferring Festival as the former Summer Fair Committee (pre-2022) effectively no longer exist. Whilst there is support for the event, there have been concerns raised in relation to how the Ferring Festival Committee will be managed and where the responsibilities will lay.</p> <p>It was agreed that this will be an item on the next Full Council agenda for Council discussion.</p>	

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	<p>b. Council Blessing following Elections It was agreed to revisit this item in the future once Father Gary Ingram's successor has been confirmed and closer to next year's elections.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	
12	<p>All about Ferring Magazine There was nothing to mention.</p>	
13	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.</p>	
14	<p>Date of next meeting 5th September 2022</p> <p>The meeting closed at 9.10pm.</p> <p>Mrs Nadine Phibbs, Clerk to Ferring Parish Council</p>	
	<p>Minutes approved</p> <p>Chairman Date</p>	