

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 25th July 2022 at the Village Hall**

Present	Councillors	Terry Jackson
		Peter Coe
		Clare Royal
		John Tero
		Nigel Barden
1	<p>Elect a Chairman Due to the known absence of Councillor Lesley Young, Councillor Peter Coe was elected as the Chairman of the Parish Facilities & Projects Committee (PFP) for this one meeting.</p>	
2	<p>Elect a Vice Chairman Councillor Ruth Arnold was elected as Vice Chairman of the Parish Facilities & Projects Committee (PFP).</p>	
3	<p>Apologies for absence Apologies were received from Councillors Lesley Young, Ruth Arnold & Stephen Abbott. The apologies were accepted.</p>	
4	<p>Declarations of interest There were no declarations of interest.</p>	
5	<p>Public Question Time There were no questions.</p>	
6	<p>To confirm the Minutes of the Parish Facilities & Projects Committee held 6th June 2022 The Minutes of the Parish Facilities & Projects Committee held Monday 6th June 2022 were approved by its Committee Members and signed by the Chairman presiding as a correct record.</p>	
7	<p>Actions update from the last meeting Item 13a – Flag pole – no update Item 13b – Land Gift – A letter will be sent to the residents to advise that the Committee unanimously agreed not to pursue with this project. Item 14b – As mentioned at Full Council, Rob Torrance has retired from</p>	

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	<p>WSCC. Prior to his departure he advised that if we wish to pursue an improvement scheme at this location, a new Community Highways Scheme application should be submitted and we should liaise with the Highways Manager prior to submitting an application. Will look to take this forward initially through the General Parish Issues (GPI) Committee. Item 14d – Telescope – Telescope has been ordered.</p>	
<p>8</p>	<p>Communication with Ferring Residents Councillor Terry Jackson has circulated a proposal to improve engagement with residents suggesting informal sessions with limited time to inform residents of the parish council’s proposed projects and the opportunity to ask residents their views and to suggest other projects.</p> <p>It was agreed that the committee will consider the format and discuss at the next Parish Facilities & Projects Committee (PFP) Meeting. In the meantime, the Clerk will write an article for All about Ferring to advise residents of the informal sessions.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	<p>PO</p>
<p>9</p>	<p>General Items a. Village Sign – Councillor John Tero has approached the Maintenance man to ask if the reinstallation of the village sign is a task that he can complete. It was noted that the suggestion to be given to relocating the village sign have not been exhausted. Next steps: To confirm if the Maintenance Man can reinstall the village sign. If negative, further consideration to moving the village sign and further quotations to be obtained. To instruct the Iron Lady to repair the sign at the cost of up to £800.00.</p> <p>b. Change of Personnel at St Andrews – It was noted that Father Gary Ingram will be retiring in September. It was agreed to issue written thanks via the parish council communication channels.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	<p>JT</p> <p>PO</p>
<p>10</p>	<p>Projects a. Gateway signs – Councillor Ruth Arnold and the Clerk have obtained quotations for 3x village gateway signs and the Committee agreed in principle to pursue this project.</p> <p>Councillor Terry Jackson will look at the feasibility of erecting the signs at the current locations of the WSCC village signs. The Clerk will seek permission</p>	<p>TJ/PO</p>

	<p>to instal signs.</p> <p>b.Projects Working Group ADC Sponsored Projects: Village Green Public Conveniences – no update available Play Equipment – The Clerk advised that she has had the opportunity to discuss the play equipment upgrade with the ADC Community Parks Officer. The proposal includes removing existing and introducing new equipment, however, the exact details are yet to be confirmed. The Community Park Officer will keep the Clerk informed. It was noted that the Parish Council has allocated funds in their precept to contribute to the project and that any proposal should consider the opportunity for disabled equipment to be installed.</p> <p>Parish Led Projects – Need to consider initial design and costings of potential projects in order that we can move forward once (hopefully) GPC is reinstated in 2023. We have also missed out on bidding for potential funding from ADC/WSCC grants, etc due to a lack of detailed costs or plan to be able to respond to short notice requests.</p>	<p>PO</p>
<p>11</p>	<p>Parish Events</p> <p>a.Christmas event – Future arrangements For a number of years, FPC organises the Christmas event including the Fayre, Entertainment and the ‘light switch on’. The Christmas Fayre is held in the village Hall and in 2021 the Village Hall Trustees were of great assistance organising the fayre helping with the preparations to ensure Covid restrictions were met and also providing marshals during the event. The Village Hall Trustees have approached the Clerk and expressed their interest in being more involved with the event and have offered to organise the Christmas Fayre at the Village Hall. The Committee agreed to pursue as outlined above with the Village Hall Trustee to organise the Christmas Fayre and FPC to organise the entertainment and light ‘switch on’.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p> <p>b.Ferring Festival – Future arrangements Councillor Peter Coe suggested that FPC take the lead and arrange the Ferring Festival as the former Summer Fair Committee (pre-2022) effectively no longer exist. There is strong support from within the community and a number of volunteers already lined up to help organise and work to identify potential sponsors/donors and budgets are being worked on. FPC taking lead helps smooth many of the arrangements, such as waste, road closures and permission to use sites with ADC. Proposed format is similar to the Saturday of the Jubilee with Summer Fair on</p>	

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	<p>the Glebelands Rec and Music Festival on the Village Green. FPC should lead this community event.</p> <p>Whilst there is support for the event, a concern was raised in relation how the Ferring Festival Committee will be managed and by whom.</p> <p>It was suggested that this could be as a sub-committee to Parish Facilities & Projects Committee and it was agreed to write a draft sub-committee structure and that this will be an item for further consideration at the next meeting 15th August.</p>	
12	<p>All about Ferring Magazine The Clerk will write an article for All about Ferring to advise residents of the informal communicate with residents sessions.</p>	PO
13	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda The Clerk referred to the travellers attempt to gain access to the village green over the weekend. They were successfully moved on by the police and have moved to locations in neighbouring parishes. During their attempt, they damaged the village green gate which has now been secured by ADC. Angmering PC has asked if FPC would see a benefit in having a meeting with APC, EPC, RPC, ADC, WSCC and representatives from the police regarding learning lessons from the recent traveller incursions. It was agreed not to pursue with the meeting as this is an item that is discussed at the Arun Joint Action Group (JAG) meeting and that the next meeting is scheduled 3rd August.</p> <p>Councillor Terry Jackson asked the Clerk to keep Council updated in relation to the ADC New proposed Compliance Strategy and once ADC has clarified their official position.</p> <p>Councillor Clare Royal advised that the Green Canopy tree planting will be an item for discussion at the General Parish Issues (GPI) Committee.</p>	
14	Date of next meeting 15 th August 2022	
	The meeting closed at 8.45pm.	
	<p>Minutes approved</p> <p>Chairman Date</p>	