

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 26th September 2022** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Clare Royal (Vice Chairman acting Chairman), Councillors, Stephen Abbott, Lesley Young, Terry Jackson & Roger Elkins.

West Sussex County Councillor: Councillor Roger Elkins

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

Residents: There were three residents in attendance

The Clerk advised that as a result of Peter Coe's resignation from the Parish Council, Councillor Clare Royal will take the meeting as Chairman in her role as Vice Chairman to Council.

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

01-09-2022 Apologies for absence

Apologies were received from Councillors Ruth Arnold & John Tero. The apologies were accepted.

02-09-2022 Minute silence for the passing of Her Majesty Queen Elizabeth II

Council held a minute silence in respect to the passing of Her Majesty Queen Elizabeth II

03-09-22 Declarations of interest

There were no declarations of interest.

04-09-2022 Public Questions

A resident asked in relation to the resurfacing of the grass verges along Onslow Drive. Councillor Roger Elkins advised that these specific works have been approved, however no definitive date for completion of the works has yet to be confirmed.

A resident noted the resignation of Peter Coe and expressed his thanks for his work and support on behalf of FRSA.

05-09-2022 Minutes of the Full Council Meeting

The Minutes of the Full Council Meeting held on 18th July 2022 were approved by Council with the following amendment to minute item 13-07-2022, Councillor Roger Elkins will pull together some useful information to provide an overview of the role of a Councillor amend to Councillor Roger Elkins will review the process of election of Councillors. The minutes were signed by the Chairman presiding as a correct record.

06-09-2022 Actions update from the last meeting

There was nothing to mention.

07-09-2022 Vacant Council Positions

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The Chairman advised the Council that there are currently five vacancies for Councillors and we have received one application. Unfortunately, due to unforeseen work commitments the applicant cannot attend this evening.

The co-option will be deferred to a later meeting.

08-09-2022 To receive and consider reports from Committees – Relevant minutes have been circulated with no further comments or questions.

a. **Parish Facilities & projects Committee (PFP)** meetings held 25th July, 15th August & 5th September

a.Provision of additional parking at Glebelands

Councillors will recall that at the Parish Facilities & Project Committee (PFP) meeting held 5th September, the comments that had been received from residents in relation to provision of additional parking at Glebelands had been noted and it was agreed that this proposal should be put forward to Full Council for a decision to be made as to whether a detailed proposal and full consultation should proceed.

After a lengthy discussion, it was agreed to pursue with this project and in the first instance the Parish Facilities & Project Committee (PFP) will contact ADC to ask their views and to seek advice with regards to holding a full consultation and if there is a set procedure.

b.Project Summary

Further to a resident request for the summary to be uploaded onto the Parish Council website. Whilst the Parish Council considers transparency with Council business, it was noted that the project summary list is very much a working document and it was felt that if the summary is available on the website, this may cause confusion for residents. It was also noted that any project updates will be included in the Parish Facilities & Project Committee Minutes.

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

b. **Planning & Licensing** – Councillor Stephen Abbott, meetings held 15th August, 5th September & 26th September

There was nothing further to report.

c. **Neighbourhood Development Plan Committee** – no meeting held

d. **Communications Working Group** – no meeting held

e. **General Parish Issues Committee (GPI)** Councillor Clare Royal, Meeting held 8th August
There was nothing further to report.

09-09-2022 Financial Report (including the authorisation of orders of payments)

a. **Accounts and Finance** – July & August 2022 Income & Expenditure - Approved

b. **Budget Monitoring** – The Budget Monitoring Spreadsheet to clarify budgets against Committee expenditure was noted by Council.

c. **Add Signatories to Bank Account** – The following Councillors have agreed to become signatories on all of the existing Bank Accounts: Councillors Lesley Young & Ruth Arnold.

d. **Tennis Court replacement fencing** - The Tennis Club approached the Parish Council expressing their concerns regarding the disrepair of the fencing surrounding the tennis courts and it was agreed that quotations will be obtained and the preference of the Tennis Club was to replace all of the fencing subject to the cost. .

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The Parish Office has obtained three quotations for replacement of the fencing and the General Parish Issues (GPI) Committee has recommended to pursue Sports Courts UK Ltd.

At the General Parish Issues (GPI) Committee meeting on 8th August, the GPI's Tennis Club Representative raised his concerns with regards to possible damage to the courts in the fencing is replaced.

The Clerk advised Councillors that contrary to the above concerns that she has spoken to the Tennis Club Chairman and he has confirmed in writing that the Tennis Club wish to pursue with the complete replacement fencing as agreed at the meeting 13th July.

After a lengthy discussion, Council agreed to defer this item to the next Full Council Meeting 28th November.

f. **Tennis Court Noticeboard**

The Tennis Club noticeboard is in a poor state. Whilst the Parish Office has made no promises but to help with this, the Parish Office advised a possible solution that the parish council may have a spare noticeboard subject to Full Council's agreement for the noticeboard to be moved to the tennis courts.

Council approved the relocation of the noticeboard subject to agreement with FPC & Tennis Club and that the Tennis Club cover the cost of the relocation and associated installation cost.

g. **Bench Plaques** – allocation of plaques

The Clerk advised that a resident has asked to add a plaque to one of the new benches along Patterson's Walk. It was noted that whilst the Parish Council purchased the benches, the land is owned by ADC.

Councillor Lesley Young will investigate if ADC has a plaque policy.

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

10-09-2022 Annual Accounts & External Audit 2021 - 2022

The Clerk advised Council that the External Audit 2021 - 2022 has been signed off and returned with a couple of minor comments and no errors or recommendations.

11-09-2022 FPC Standing Orders – To approve standing orders

NALC's Standing Orders were updated in April 2022. Councillor Clare Royal and the Clerk have reviewed the document. As a result, the Standing Orders are substantive and only minor amendments/additions are required.

The Clerk has circulated the draft Standing Orders including details of the amendments on a paper for Councillor ease.

The draft Standing Orders including the comments made by Councillor Terry Jackson were approved by Council.

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

12-09-2022 Parish Events – Ferring Festival 2023 & Christmas Event

a. **To consider options for the Ferring Festival**

Council is content for the Festival Committee to organise the event and it was agreed that in principle, the Parish Council will to sponsor the event in name.

Councillor Roger Elkins requested a list of the Festival Committee members and a breakdown of costs and contributions for the Queen Jubilee event 2022

Councillor Lesley Young will contact the Festival Committee to obtain the requested information.

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b.Christimas Event

For a number of years, the Parish Council has organised the Christmas event including the Fayre, Entertainment and the 'light switch on'.

Going forward, it has been agreed that the Village Hall Trustees will be organising the Christmas Fayre at the Village Hall. The Parish Council will organise the road closure, entertainment and light 'switch on'.

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

13-09-2022 Ferring Village Hall – Parish Council liaison (Councillor Ruth Arnold)

There was nothing to report.

14-09-2022 Reports from District and County Councillors

Arun District Councillor Colin Oliver-Redgate advised the following:

- Positive news regarding the northern Goring gap.
- Whist ADC has been quiet of recent weeks, Colin continues to assist residents with their concerns that include application for 5G mast.

Arun District Councillor Roger Elkins advised the following:

- ADC has been successful with a Levelling Up bid, being awarded 7.2 million pounds for a regeneration project on Littlehampton seafront. The proposal will go to public consultation.

WSCC County Councillor Roger Elkins advised the following:

- Fire & Rescue are offering a free check your electric blanket service at Durrington Community Centre on 10th October.
- Senior residents are being urged by WSCC to consider returning to the buses to take full advantage of their eligible free pass and could win £100 of supermarket vouchers. WSCC spend 15.5 million pounds supporting local buses.
- The Warmer Home Project is available to households with an income under £30K. Contact details are 0800 0385737.
- The library is offering artistic programmes including poetry and writing.

15-09-2022 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

As noted in minute item 05-09-2022 Minutes of the Full Council Meeting, Councillor Roger Elkins is reviewing the process of election of Councillors by looking at information supplied to applicants that wish to be considered as a Councillor. He advised that this is an issue in many parishes and it may be beneficial for applicants to meet with existing Councillors to discuss the requirements for the role.

The next meeting date is 28th November 2022

The Chairman closed the meeting at 9.10pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**