

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 5th September 2022 at the Village Hall**

Present	Councillors	Lesley Young
		Ruth Arnold
		Roger Elkins
		Terry Jackson
		Clare Royal

1	<p>Apologies for absence Apologies were received from Councillors John Tero and Stephen Abbott, and from the Parish Clerk. 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 15th August 2022 The Minutes of the Parish Facilities & Projects Committee held on 15th August 2022 were approved by its Committee Members and signed by the Chairman presiding as a correct record.</p>	
5	<p>Actions update from the last meeting There were no updates which did not already appear on the agenda for this meeting.</p>	
6	<p>General Items</p> <p>a. Village Sign The Clerk has confirmed that she has contacted WSCC regarding the suggested location (at the corner of Rife Way) and is awaiting a response.</p> <p>b. Flagpole Village Green It was confirmed that this was originally purchased by the Parish Council and the meeting agreed to ask the Clerk to email Philippa Dart to formally notify Arun DC of our intention to remove this.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>c. Community Noticeboard It was noted that the lock has now been fixed at a cost of £40.</p> <p>d. Wooden Bus Shelter It was noted that a quotation from the Maintenance Handyman was awaited. Councillor Elkins asked when the request for the quotation had been made and it was agreed to ask the Clerk for this information.</p> <p>e. Village green frontage Councillors Elkins and Jackson were able to confirm that the area proposed for regressing by Arun DC had previously been tended by the Conservation Group. After discussion, it was agreed:</p> <p>a) To contact the Conservation Group to confirm whether or not they wished to be involved in this work in liaison with Arun District Council;</p> <p>b) Having received a response from the Conservation Group, the Clerk would confirm a Parish Council contribution of £500 as a new item of financial support to Arun DC for this work, i.e., the historic agreement from 2019 no longer applies and is to be disregarded going forward.</p> <p>f. Repainting of flagpole at war memorial It was noted that the Clerk has requested a quotation, and this is awaited.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	<p>Clerk</p> <p>Clerk</p>
<p>7</p>	<p>Projects</p> <p>a. Gateway signs It was noted that the Parish Clerk has contacted Arun DC regarding siting these new signs at the current locations and a response is awaited.</p> <p>b. Public Conveniences Councillor Young informed the meeting that Councillor Abbott had provided her with information regarding funding available via the Government's Department for Levelling Up, Housing and Communities (DLUHC) for accessible toilets. However, the deadline for bids is 30th September and Councillor Arnold and the Parish Clerk have a site meeting scheduled with Arun District Council Officer on 20th September. Councillor Elkins advised that this information should be sent to the Officer in advance of the site meeting as the bidding window is very short. Councillor Young undertook to forward Councillor Abbott's email, which contained the relevant links to information and bidding template, to Councillors Arnold and Elkins.</p> <p>c. Village Green Play Area It was noted that the Clerk is in contact with Arun District Council who have launched a public consultation and will keep us informed and involved with their plans.</p>	<p>RA/Clerk LY</p>

	<p>d. Warren Pond Information Board – via the General Parish Issues (GPI) Committee It was noted that the quotation from the Conservation Group is still awaited.</p> <p>e. Projects Working Group Councillors considered the updated summary of projects and made the following decisions regarding projects not already discussed under items 6 and 7 above:</p> <p><u>Section A of summary</u></p> <p>1b) Improved access for users of wheelchairs/pushchairs/mobility scooters from Sea Lane along Patterson’s walk – it was agreed that this was a longer-term aspiration.</p> <p>1c) Information boards - Councillor Young agreed to make further contact with the Headteacher at Oscar Romero School to ascertain whether they wish to be involved in the content for the information boards at the pill box area.</p> <p>1d) Opening up the pill box – it was agreed not to progress with this project.</p> <p><u>Section B of summary</u></p> <p>1) Provision of additional parking at Glebelands – Councillors noted that comments had been received from residents 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.</p> <p>2) Improvements to toilet facilities at Bluebird Café – Councillors agreed that this should be added to the site visit of the Arun District Council Officer on 20th September 2022.</p> <p><u>Section C of summary</u></p> <p>1) Improvements to Patterson’s Walk & 2) Improvements to Sea Lane footpath Councillors agreed that an approach should be made to WSCC Highways to request an Officer visit so that we can share our ideas regarding these improvements in order to inform our decision making regarding how to proceed.</p> <p>3) Provision of dropped kerbs Councillor Elkins had passed the information to the appropriate Officer and agreed to follow this up to ascertain any progress.</p> <p>4) Footpath adjacent to Benton Weatherstone Councillors agreed to ask the Clerk to email WSCC to highlight this safety issue and Councillor Elkins advised that the plan for this area should be obtained (either from Arun DC or WSCC) to confirm the ownership of this land.</p>	<p>LY</p> <p>Clerk</p> <p>RA/Clerk</p> <p>Clerk</p> <p>RE</p> <p>Clerk</p>
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	The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).	
8	<p>Parish Events Councillor Young informed the meeting of the request from the Clerk regarding Remembrance Day and Christmas events. Given that only a small number of Councillors were in attendance, it was agreed to ask the Clerk to email all Councillors to request that they confirm their availability for Remembrance Day. It was noted that Councillor Arnold will not be available.</p> <p>Regarding the Christmas Event, it was noted that the Village Hall are willing and able to organise and run this and Councillors agreed that this was the appropriate way to proceed and that the Parish Council involvement going forward should be restricted to road closures and arranging for the installation of the Christmas lights.</p> <p>Councillors present also requested confirmation of the date of the event for their diaries, as those present were unclear about this in the absence of the Clerk.</p> <p>The above was RESOLVED by the Parish Facilities & Projects Committee (PFP).</p>	<p>Clerk</p> <p>Clerk</p>
9	<p>All about Ferring Magazine There was nothing to mention.</p>	
10	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.</p>	
11	Date of next meeting 3 rd October 2022	
	<p>The meeting closed at 8.45pm.</p> <p>The Clerk was absent from the meeting due to sickness. Councillor Lesley Young took the notes of the meeting which form the minutes.</p>	
	<p>Minutes approved</p> <p>Chairman Date</p>	