

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 7.00pm on Monday 31st October 2022 at the Village Hall**

Present	Councillors	Lesley Young (Chairman)
		Ruth Arnold
		Terry Jackson
		John Tero
		Roger Elkins
		Clare Royal

1	<p>Apologies for absence Apologies were received from Councillors Stephen Abbott. The apologies were accepted.</p>	
2	<p>Declarations of interest There were no declarations of interest.</p>	
3	<p>Public Question Time A resident referred to the previous PFP minutes 3rd October noting that it was agreed not to proceed with the footpath adjacent to Benton Weatherstone project due to the confirmation that this is private land.</p> <p>The resident went onto say that information from Land Registry suggests that whilst this is house owner private land, the house owner has an obligation not to resist the use of the land for a footpath on safety grounds.</p> <p>The Committee agreed to investigate this matter further.</p>	
4	<p>To confirm the Minutes of the Parish Facilities & Projects Committee held 3rd October 2022 The Minutes of the Parish Facilities & Projects Committee held on 3rd October 2022 was approved by its Committee Members and signed by the Chairman presiding as a correct record.</p>	
5	<p>Actions update from the last meeting Councillor Clare Royal to contact the West Sussex Youth Council regarding the proposed information boards on the pillbox viewing area. Councillor Lesley Young advised that the Conservation Group have said that they will be happy to be involved.</p>	CR

6	<p>Project Summary list</p> <p>a. Minute format – Committee agreed the minutes format.</p> <p>b. Project Summary List – Committee agreed that the Project Summary List is included in the minutes format.</p> <p>c. Response Resident Correspondence – Committee agreed to respond that the Project Summary List is now included in the PFP minutes.</p> <p>The above was RESOLVED by the Parish Facilities & Projects (PFP) Committee.</p>	
7	<p>General Items</p> <p>a. Bench Plaques – Councillor Young confirmed that she is still pursuing more information on this policy and that she has been advised that memorial benches/plaques are now managed by the Aldingbourne Trust on behalf of ADC.</p>	LY
8	<p>General Parish facilities Committee (GPI)</p> <p>a. Patterson’s Walk Signage – At the General Parish Issues (GPI) Committee Meeting 17th October, the Conservation Group Representative asked for clarification as to why the request for cycle dismount signage has been dismissed. The Committee agreed that there was no evidence of any incidents involving cyclist on Patterson’s Walk and the Parish Council’s decision was taken on the basis that the signage would not be enforceable.</p> <p>b. Proposed Traffic Regulations Orders x 4 (TRO’s) (exit of Church Lane into Ferringham Lane, adjacent to the Church, Mid village Shops, Langbury Lane & north end of Greystoke Road – After a lengthy conversation, the Committee agreed that the proposed TRO’s for the exit of Church Lane into Ferringham Lane, adjacent to the Church and north end of Greystoke Road will be investigated further.</p> <p>It was noted that the Parish Office has received correspondence from residents to support the TRO applications for the exit of Church Lane into Ferringham Lane, adjacent to the Church and north end of Greystoke Road.</p> <p>Councillor Clare Royal will review the correspondence and map them across to the TRO criteria.</p> <p>c. Vehicle Activated traffic sign – Councillor John Tero volunteered to erect and manage the Vehicle Activated traffic sign.</p> <p>d. Rife Way Refuge – At the General Parish Issues Committee Meeting 17th October, Administration Assistant Amanda Thomas advised the Committee that WSCC has advised that if Ferring Parish Council wishes to pursue an improvement scheme at this location, a new Community Highways Scheme (CHS) application will need to be submitted.</p>	CR

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	<p>Councillor Roger Elkins asked to see the correspondence between the Ex-Chairman and WSCC. All correspondence has been circulated to PFP Committee Members prior to this meeting.</p> <p>The Committee RESOLVED that our position has not changed and the Parish Council will not be pursuing with this project.</p> <p>Councillor Roger Elkins advised that reference to the outstanding reinstallation of the road markings following the resurfacing works by WSCC, the work is due to be completed this week.</p> <p><i>Councillor Roger Elkins left the meeting.</i></p>																			
<p>9</p>	<p>Projects Potential projects were noted as follows:</p> <table border="1" data-bbox="225 891 1326 2042"> <thead> <tr> <th>Potential Project</th> <th>Status</th> <th>Update Notes</th> </tr> </thead> <tbody> <tr> <td>Public Conveniences – Village Green</td> <td>In progress</td> <td>Site meeting held with ADC on 20.9.22. Full proposal from ADC awaited.</td> </tr> <tr> <td>Play Area – Village Green</td> <td>In progress</td> <td>ADC public consultation now closed. FPC have confirmed their wish to be involved in this project. Outcome of consultation circulated to councillors. The Clerk will advise ADC that the PFP Committee resolved to support the ADC specification.</td> </tr> <tr> <td>Public Conveniences - Beach</td> <td>In progress</td> <td>ADC have visited the site and will consider the options for any improvement works.</td> </tr> <tr> <td>Warren Pond Information Board</td> <td>In progress</td> <td>Conservation Group preparing content. Councillor John Tero will lead this project with the support of Councillor Ruth Arnold. The PFP Committee agreed that he artwork quotation will be an item for Full Council 28.11.22</td> </tr> <tr> <td>Gateway and Village signs</td> <td>Pending</td> <td>Response received from WSCC. Councillor Jackson has produced and circulated a project process for further discussion on progressing these projects to meet WSCC requirements. Councillor John Tero will lead</td> </tr> </tbody> </table>	Potential Project	Status	Update Notes	Public Conveniences – Village Green	In progress	Site meeting held with ADC on 20.9.22. Full proposal from ADC awaited.	Play Area – Village Green	In progress	ADC public consultation now closed. FPC have confirmed their wish to be involved in this project. Outcome of consultation circulated to councillors. The Clerk will advise ADC that the PFP Committee resolved to support the ADC specification.	Public Conveniences - Beach	In progress	ADC have visited the site and will consider the options for any improvement works.	Warren Pond Information Board	In progress	Conservation Group preparing content. Councillor John Tero will lead this project with the support of Councillor Ruth Arnold. The PFP Committee agreed that he artwork quotation will be an item for Full Council 28.11.22	Gateway and Village signs	Pending	Response received from WSCC. Councillor Jackson has produced and circulated a project process for further discussion on progressing these projects to meet WSCC requirements. Councillor John Tero will lead	<p>CLERK</p> <p>JT/RA</p> <p>JT/RA</p>
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			these projects with the support of Councillor Ruth Arnold.		
	Village Green Frontage	Complete	Clerk has written to ADC to confirm a £500 contribution to the proposed works and to request written confirmation of the cancellation of the £500 agreed in 2019 but never invoiced.	CLERK	
	Patterson's Walk – dual use improvements	Pending	The Clerk has requested a meeting with ADC.		
	Sea Lane – dual use improvements	Deferred	WSCC have provided online link for more information. After his investigations, Councillor Jackson has circulated what would be involved. The PFP Committee agreed to revisit this item in the new financial year.		
	Provision of dropped kerbs	Pending	Councillor Roger Elkins has a planned walk around the village with a Highways Engineer and this item will be discussed.	RE	
	Additional car parking - Glebelands	Pending	Email to ADC for advice regarding procedure and requirements for full consultation. Holding response received.		
10	<p>Parish Events</p> <p>a) <u>Remembrance Day</u> It was noted that preparations for Remembrance Day are progressing well.</p> <p>b) <u>Christmas Event</u> It was noted that preparations for the Christmas Event are progressing well.</p> <p>The Salvation Army, Terry Clough Choir and Sompting Tipteers are booked for the event and that the Ferring Village Hall are assisting with marshalling for the event.</p>			PO	
11	<p>King Charles III Coronation 6th May 2022 – After a brief discussion, the Committee anticipated that residents may prefer to watch to Coronation on television and that street parties are expected to be the main theme for the day.</p> <p>It was agreed that the Parish Council will not arrange an event for the day, however, they will look to installing a suitable memorial to mark the occasion.</p>			PO	
12	<p>Grant Request</p> <p>FADS grant of £500 was approved by the Committee.</p>				

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	The Clerk will form a complete list of grant allocation for recent years.	PO
13	Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda There was nothing to mention.	
14	Date of next meeting 5th December 2022	
	The meeting closed at 9.15pm. Nadine Phibbs Clerk & Responsible Financial Officer	
	Minutes approved Chairman..... Date	