

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 23<sup>rd</sup> January 2023 at the Village Hall**

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

Due to the known absence of Councillor Lesley Young, if the Chair is absent from a meeting, the Committee Vice-Chair (if there is one) if present, shall preside. (*standing order 3, m*). Councillor Ruth Arnold welcomed all to the meeting of the Parish Facilities & Projects Committee.

1	<b>Apologies for absence</b> Apologies were received from Councillor Lesley Young and Councillor Stephen Abbott (via Councillor Roger Elkins). The apologies were accepted.
2	<b>Declarations of interest</b> There were no declarations of interest.
3	<b>Public Question Time</b> There were no residents in attendance.
4	<b>To confirm the Minutes of the Parish Facilities &amp; Projects Committee held 5<sup>th</sup> December 2022</b> The Minutes of the Parish Facilities & Projects Committee held on 5 <sup>th</sup> December 2022 was approved by its Committee Members and signed by the Chairman presiding as a correct record.
5	<b>Actions update from the last meeting</b> There was nothing to mention.
6	<b>Project Summary list</b> <b>a. Response Resident Correspondence –</b> Councillors Clare Royal, Lesley Young & the Clerk met with the resident early January and advised that the project summary is included in the Parish Facilities & Projects Committee Meeting minutes. This has now been resolved and the matter closed.

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7	<b>General Items</b> <b>a. Bench Plaques</b> – Councillor Lesley Young advised that she has left messages with the Aldingbourne Trust in relation memorial benches/plaques. She will try to email to seek a response.	
8	<b>Potential Project</b>	<b>Status</b>
<b>Public Conveniences – Village Green</b>		<b>In Progress</b>
<ul style="list-style-type: none"> <li>• Potential project originated via ADC and added to projects list in March 2022</li> <li>• Site meeting held with ADC on 20.9.22. ADC have issued the full proposal and it has been circulated to Councillors for their comments/queries. It is expected at the detail stage to be further queries, however, at this time just two queries reference to the external drinking water tap and that the service area needs to be accessible over the festive period for FPC.</li> <li>• ADC has confirmed that the tap will be replaced and that there will be a separate supply if allowed for Christmas lights and other external functions as part of the refurbishment and a key supplied to the service cupboard.</li> <li>• The Committee resolved that the proposed plans were acceptable.</li> <li>• The Clerk will advise ADC accordingly so that they can prepare the budget figures.</li> <li>• Full Council 16<sup>th</sup> January 2023 resolved in principle, FPC have allocated the requested contribution in their Precept 2023 – 2024, this is subject to receiving a detailed breakdown of the associated costs and a timeline project update.</li> </ul>		
<b>Play Area – Village Green</b>		<b>In Progress</b>
<ul style="list-style-type: none"> <li>• Potential project originated via ADC and added to projects list in March 2022</li> <li>• Outcome of the ADC consultation circulated to Councillors.</li> <li>• The Committee has previously resolved to support the ADC specification.</li> <li>• ADC has requested designs from 6 play companies as per the agreed specification. The designs are due back on Friday 13<sup>th</sup> January 2023 and ADC will forward the design evaluation details in due course to FPC.</li> <li>• ADC would like to arrange a Teams meeting with FPC to moderate the scores w/c 30<sup>th</sup> January. It was felt that there would not be sufficient time for Council to evaluate the designs and agreed that at the next Full Council Meeting two Council members will be nominated to attend the meeting w/c 30<sup>th</sup> January 2023.</li> <li>• Subsequently, at Full Council 16<sup>th</sup> January 2023, it was agreed that Councillors Ruth Arnold, Roger Elkins &amp; John Tero will attend the teams meeting with ADC 3<sup>rd</sup> February 2023 at 11.00am. The Clerk has provided the Councillors attending the meeting with the relevant documentation and meeting invite.</li> </ul>		
<b>Public Conveniences – Beach</b>		<b>In Progress</b>
<ul style="list-style-type: none"> <li>• Potential project originated in respect to the village green facility and added to projects list in March 2022</li> <li>• ADC have visited the site and will consider the options for any improvement works.</li> </ul>		
<b>Gateway and Village signs</b>		<b>In Progress</b>
<ul style="list-style-type: none"> <li>• Potential project originated via Environment Committee and added to projects list in March 2022</li> <li>• Councillor John Tero is leading these projects with the support of Councillor Ruth Arnold.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Gateway Signs - Councillor John Tero has checked the three signs and identified that the poles may need replacing on at least one of the signs.</li> <li>• The Quotations that have been obtained will be reviewed.</li> <li>• Complete quotations will be presented to the Committee at the next meeting</li> <li>• Village Sign – Councillor John Tero advised that there has been no further progress with this project.</li> </ul>			
	<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"><b>Warren Pond Information Board</b></td> <td style="width: 20%; text-align: center;"><b>In progress</b></td> <td style="width: 20%; text-align: right;"><b>Action: JT</b></td> </tr> </table> <ul style="list-style-type: none"> <li>• Potential project originated via Environment Committee and added to projects list in March 2022</li> <li>• Councillor John Tero is leading this project with the support of Councillor Ruth Arnold.</li> <li>• Full Council approved the artwork 28<sup>th</sup> November and example artwork has been circulated to Councillors.</li> <li>• Councillor John Tero is currently obtaining quotations to manufacture the information board from two local companies.</li> </ul>	<b>Warren Pond Information Board</b>	<b>In progress</b>	<b>Action: JT</b>
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<b>9</b>	<p><b>Parish Events</b></p> <p>At the previous meeting, 5<sup>th</sup> December, minute item 9, the Committee considered the option of a specialist contractor to administer the roads closures for future events and asked the Clerk to obtain quotations.</p>			

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	<p>The Committee unanimously agreed to use a contractor to administer the road closures for the Parish Council events.</p> <p>It was suggested that the Clerk will contact East Preston Parish Council to enquire the contractor that they use for their events.</p> <p>The above was resolved by the Parish Facilities &amp; Projects Committee.</p>
10	<p><b>Ferring Festival 2023</b> – Update from Full Council Meeting 16<sup>th</sup> January 2023 Council agreed that the Ferring Festival proposal will need to be reviewed and the item will be deferred to the next Full Council meeting 27<sup>th</sup> March 2023.</p>
11	<p><b>King Charles III Coronation 6<sup>th</sup> May 2022</b> Councillor Ruth Arnold advised that following a meeting, the Village Hall Committee are in full support and agree for a clock to be positioned at the Village Hall to commemorate the King Charles III Coronation.</p> <p>The Clerk will obtain a survey and quotations and with the support of Councillor Terry Jackson liaise further with the Village Hall Committee with regards to location and fixtures.</p> <p>The above was resolved by the Parish Facilities &amp; Projects Committee.</p>
12	<p><b>All About Ferring Magazine</b> The Committee agreed that there was no suitable article at this time.</p>
13	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b> There was nothing to mention.</p>
14	<p><b>Date of next meeting 20<sup>th</sup> February 2023</b></p>
	<p>The meeting closed at 8.15pm.</p> <p>Nadine Phibbs Clerk &amp; Responsible Financial Officer</p>
	<p><b>Minutes approved</b></p> <p><b>Chairman..... Date .....</b></p>