



# FERRING PARISH COUNCIL

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## To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **STATUTORY ANNUAL MEETING OF FERRING PARISH COUNCIL** to be held on **Monday 15th May 2023** at the Ferring Village Hall in the Main Hall. The meeting will commence at **7.30pm**.

A Public Question Time of 15 minutes is allowed under Item 18 of the Agenda.

### AGENDA

- 1 To elect a Chairman of the Council**
- 2 To receive the Chairman's declaration of acceptance of office**
- 3 To elect a Vice Chairman of the Council**
- 4 To receive the Vice Chairman's declaration of acceptance of office**
- 5 To receive declarations of acceptance of office for the elected Councillors**
- 6 Apologies for absence**
- 7 Declarations of interest** - members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda and notice must be given of any intended declaration which should then be made at the commencement of the item or when the interest becomes apparent.
- 8 FPC Councillor Allowance Policy –**
  - a. Full Council 27<sup>th</sup> March 2023. Minute item 09-03-2023, Council to agree allowance amount.
  - b. Council to adopt the Councillor Allowance Policy 2023 (*policy paper attached for Councillors*).
  - c. If any Elected Councillor wishes to receive an allowance, please discuss with the Parish Clerk after this meeting.
- 9 FPC Committee Restructure** – Further to the Committee Restructure Working Group discussions, Council to agree Council committee restructure (*paper attached for Councillors*).
- 10 To appoint membership of the Council Committees** - Council to agree committee membership
- 11 To review the terms of reference for each committee** - Committee terms of reference can be reviewed at the next respective committee meetings.

**12 Appointment of any new committees/sub-committees in accordance with Standing Order 19 (11) (if applicable)**

**13 To appoint representative to outside bodies**

Arun District Association of Local Councils (ADALC)

Arun Joint Action Group (JAG)

NDT Police Arun Parishes

**14 Standing Orders** – Council to note the approved Standing Orders Full Council 26<sup>th</sup> September 2022 minute item 11-09-2022. (*circulated to Councillors 4<sup>th</sup> May*)

**15 Financial Regulations** - Council to adopt the approved Financial Regulations Full Council 27<sup>th</sup> March 2023 minute item 07-03-2023,b. (*circulated to Councillors 4<sup>th</sup> May*)

**16 Council Policies** – Resolution to readopt FPC Policies (*circulated to Councillors 4<sup>th</sup> May*)

**17 General Power of Competence (GPC)** – Council to note GPC status following the Parish Elections 2023

**18 Public Question Time** - 15 minutes has been reserved for members of the public to address the Council. Members of the public are permitted to ask questions with respect to items on the agenda only, during the 15-minute designated question time or longer at the discretion of the Chairman. (Standing Order 1e)

Subject to standing order 3(f), each member of the public is entitled to speak once and shall not speak for more than 3 minutes. (Standing Order 1h)

This is the only time that the public has the opportunity to speak during the meeting. Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.

**19 Minutes of the Full Council 27<sup>th</sup> March & Extraordinary Council Meeting 17<sup>th</sup> April 2023** - to consider, approve and sign by the person presiding as a correct record.

**20 Actions update from the last meeting**

**21 To receive and consider reports from Committees**

**a. Parish Facilities & Projects Committee (PFP)** - no Meeting held

**a. King Charles III Coronation Commemorative Clock** – Clerk to provide an update

**b. Planning & Licensing** – meeting held 15<sup>th</sup> May 2023

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

**d. General Parish Issues Committee (GPI)** – no meeting held

a. Warren Pond Information Board (*paper and quotation attached*)

**22 Financial Report (including the authorisation of orders of payments)**

a. **Accounts and Finance** - Income and Expenditure March 2023

b. **FRSA Manhole** – Council to consider next action

**23 End of year Accounts** – To approve the accounts for the year ending 31st March 2023 (*Internal Audit overview attached for Councillors*)

**Annual Return -**

a) To agree Section 1 – *Annual governance statement 2022/23* – of the Annual Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer

b) To agree Section 2 – *Accounting statements 2022/23* – of the Annual Return for the year-ending 31st March 2023 can be signed by the Chairman and the Clerk/Responsible Financial Officer

**24 Ferring Village Hall** – Parish Council liaison (*Councillor Ruth Arnold*)

a. Council to note that the Village Hall AGM is scheduled for 17<sup>th</sup> May 2023

**25 Parish Council Blessing** – To agree date for the Council Blessing

**26 To receive reports from –**

a. **District Councillor(s)** representing Ferring (Arun District Council)

b. **County Councillor** representing Ferring (WSCC)

**27 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda**

**Date of next meeting Monday 17<sup>th</sup> July 2023**

**Mrs Nadine Phibbs**

**Clerk & Responsible Financial Officer**

**9<sup>th</sup> May 2023**