

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL  
ROADS, COMMUNITY & SPORTS COMMITTEE  
(Advisory Powers Only)**

**Minutes of the Roads, Community & Sports Committee meeting held at 7.00pm  
on Monday 14<sup>th</sup> July 2023 at the Village Hall, Club Room**

|         |                          |   |
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| Present | Councillors              | Clare Royal (Chairman)                          |
|         |                          | Terry Jackson (Vice Chairman)                   |
|         |                          | Ruth Arnold                                     |
|         |                          | Lesley Young                                    |
|         |                          | Andy Walker                                     |
|         |                          | Graham Bootle                                   |
|         |                          |   |
|         | External Representatives | FRSA: <i>(Trevor Martin &amp; Jackie Ring)</i>  |
|         |                          | Glebelands/Football Club: <i>(Andy Wincell)</i> |
|         |                          | Tennis Club: <i>(Charlie Bacon)</i>             |

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| 1 | <p><b>Elect a Chairman</b><br/>Councillor Clare Royal was elected as the Chairman of the Roads, Community &amp; Sports Committee.</p>   |  |
| 2 | <p><b>Elect a Vice Chairman</b><br/>Councillor Terry Jackson was elected as the Vice Chairman of the Roads, Community &amp; Sports Committee.</p>   |  |
| 3 | <p><b>Apologies for absence</b><br/>Apologies were received from Councillor John Tero and Martin Self, Tennis Club</p>  |  |
| 4 | <p><b>Declarations of interest</b><br/>There were no declarations of interest.</p>  |  |
| 5 | <p><b>Public Question Time</b><br/>A resident referred to the FRSA AGM paper that requests consideration for all roads (WSCC &amp; FRSA roads) to be a 20mph zone. He went on to advise that the regulations in relation to the policy guidelines, stating that the average speed on the roads should be 24mph has ceased. The policy has now been superseded and 26mph is the average speed.<br/>In addition, the traffic sign regulation for the number of repeater signs to be installed has been superseded, with the requirement for the repeater signs being removed.<br/>This item will be discussed under agenda item 11. FRSA Roads.</p> |  |
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| 6 | <p><b>Terms of reference</b><br/>Following the Annual Statutory Council Meeting 15<sup>th</sup> May 2023, minute item 09-05-2023, FPC Committee Restructure - Council RESOLVED to move forward with the new Council Committee Restructure and minute item 11-05-2023, to review the terms of reference for each Committee - It was agreed that committee terms of reference will be reviewed at the next respective committee meeting.</p> <p>The Roads, Community &amp; Sports Committee agreed the Terms of Reference with no further comments or alterations.</p>  |  |
| 7 | <p><b>Committee Dispensation</b><br/>It was resolved at the Annual Statutory Council Meeting 15<sup>th</sup> May 2023, minute item 09-05-2023 that each Committee will hold an annual budget, the budget will be agreed at next appropriate Committee Meeting</p> <p>Under the delegation by Full Council, the Committee will be authorised to spend a dispensation on any one item but not to exceed their annual budget. The expenditure must be a minuted instruction by the Committee and reported to Finance &amp; General Purposes Committee &amp; Full Council.</p> <p>The Committee voted for a dispensation amount of £450.00 per any one minuted item.</p>  |  |
| 8 | <p><b>Items for information</b> – to note the following</p> <p>a. <b>Tennis Court Fencing</b> – The Installation of new fencing is now complete.</p> <p>b. <b>Public Conveniences</b> – The Clerk met with an external company to assess if there are any sign of asbestos in the current structure. The results will be forwarded to ADC directly.</p> <p>c. <b>Play Area Village Green</b> – The Clerk advised that the plans for the play equipment has been approved and the provisional date to commence the work is 4<sup>th</sup> September.</p> <p>d. <b>King Charles III Coronation</b> – The Committee noted that to mark the Coronation of King Charles III, a commemorative Clock and Plaque has been installed at the front of the Ferring Village Hall. The Parish Council held a short ceremony on 31<sup>st</sup> July and welcomed the Duchess of Norfolk who attended to unveil the Plaque.</p> <p>e. <b>Beehive Lane/Little Paddocks Way manhole cover</b> – The concerns that had been raised by FRSA in relation to the manhole has been reported to the land owner. This item is now resolved.</p> <p>f. <b>TRO Application</b> – Committee noted that the TRO application for parking restrictions for double yellow lines at the junctions of Church Lane, Baptist Church and Glebelands Centre in Greystoke Road has been submitted.</p> |  |

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| <p>9</p> | <p><b>Roads Matters</b></p> <p><b>a. Footpath adjacent to Benton Weatherstone –</b><br/> The Committee noted that Councillor Roger Elkins had advised that WSCC can provide land registry information to establish land ownership at a small cost. The Committee agreed that the Clerk will follow this up with Councillor Roger Elkins with the hope to obtain the land registry information.</p> <p><b>b. Provision of Dropped Kerbs</b><br/> An initial survey has been carried out to identify where dropped kerbs and tactile pads would benefit those who have mobility issues and/or are visually impaired.<br/> Councillor Roger Elkins, accompanied by a WSCC Highways Manager, has visited some of the locations highlighted in the initial survey. It was noted that many of the locations identified do not meet the standard criteria, therefore, cannot be pursued. The other locations identified will be looked at in due course.<br/> The Committee agreed that the Clerk will follow up with Councillor Roger Elkins following his offer to produce a summary and a mapping document of the location findings.</p> <p><b>c. Car Park at Glebelands</b><br/> The Committee noted that the Car Park proposal was first discussed as part of a wider proposal under the Ferring Neighbourhood Plan in 2014 and was designed as such to service the proposed community centre. In the absence of the new community centre, the car park proposal will be a stand-alone project that will require planning permission and that that ADC, the land owner, do not have a budget for this project and that it will be financed in its entirety by the Parish Council.<br/> Councillors raised concerns as to whether a car park at the proposed location would be a resolution to village parking issues and of benefit which will justify the significant cost involved and loss of public open space.<br/> It was noted that as a result of the public consultation, only 31 residents responded with 23 in support and 8 objections.<br/> Andy Wincell, Ferring Football Club advised that if the proposal was to proceed, consideration would be required in relation to any utility services to the Football Club.<br/> The Committee agreed that a Task Group is formed to discuss the feasibility of the project. The Task Group will consist of Councillors Terry Jackson, Graham Bootle, Andy Walker and John Tero.</p> <p><b>d. Correspondence from Ferring CE Primary School</b><br/> The Committee noted the letter received from Ferring CE Primary School in relation to the ongoing issues being experienced with anti-social driving and parking outside the school at the beginning and end of the school day.<br/> The Committee recognised that there are no speed restrictions surrounding the school and currently no school patrol crossing facility.<br/> Councillor Lesley Young agreed to engage with the WSCC Education Team to request a site visit to observe the situation with a view to exploring possible solutions.</p> | <p>CLERK</p> <p>CLERK</p> <p>LY</p> |
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|    | <p><b>e. Road Markings</b><br/> The Clerk advised that a resident in Ferring Street is experiencing issues entering and exiting their property due to vehicles parking across their driveway. The resident has asked if the yellow lines at the junction of Onslow Drive and Ferring Street can be restored and if there is a possibility of a 'keep clear' sign on the road.<br/> The Clerk advised that WSCC has confirmed that they will be restoring the yellow lines in due course.<br/> It was suggested, with regards to the 'keep clear' sign, that the resident could approach WSCC direct with their request.</p>  | CLERK |
| 10 | <p><b>Community Matters</b><br/> <b>a. Parish Council Events</b><br/> The Clerk advised that the Parish Office has commenced with the preparations for Remembrance Day &amp; Christmas events.</p> <p><b>b. Dogs matters</b><br/> The Committee noted that one of the most frequent complaints that the Parish Council receives is the increasing problem with dog fouling within various locations including the beach area and it appears that ADC still do not have a dog warden.<br/> In 2016, Arun District Council undertook a Public Spaces Protection Order (PSPO) Consultation on a proposal to make an area in Ferring where dogs must be kept on leads; along the seafront from the Goring/Ferring boundary stretching along to Kingston Gorse boundary between April and September inclusive. These proposals were overwhelmingly objected by residents.<br/> The Committee agreed that the Parish Council will approach ADC to request that a further Public Spaces Protection Order (PSPO) Consultation is undertaken.<br/> In addition, to ask ADC if signage asking residents to keep their dogs on leads could be erected in various locations of the village including the beach and the Glebelands.</p> | CLERK |
| 11 | <p><b>Reports from external Representatives</b><br/> <b>a. FRSA Roads: (Trevor Martin &amp; Jackie Ring)</b><br/> The Ferring Roads Scheme Association (FRSA) AGM was held on Saturday the 20th May resulting in the desire to revisit the village speed limit and have it revised from 30mph to 20mph for the whole of the village including the WSCC and FRSA roads.<br/> Back in 2015 with the implementation of the speed TRO there were a number of points that resulted in a 30mph introduction as apposed to the requested 20mph.<br/> Councillor Terry Jackson gave a summary of the previous TRO application made by FPC during 2015/2016. A correction was made to the FRSA statement at the meeting in that FPC had advised WSCC of the number and locations for signs which had been agreed with residents.<br/> The TRO was mainly refused by WSCC because it was considered not self-</p>  |       |

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|           | <p>enforceable under the regulations at that time. Average speed checks having been carried out by WSCC.</p> <p>The suggestion from FRSA to pursue another 20 mph TRO also extended the requirement to all Ferring roads, including those maintained by WSCC. The number of such roads around Ferring is minimal and it was highlighted that they are largely self-regulating due to the prevailing conditions such as parked vehicles, chicanes, volume of traffic etc.</p> <p>In summary, it would be a major and time-consuming task for FPC to pursue another application for a 20 mph TRO and, at this time, there appears no evidence that it is required by Ferring residents or necessary as far as improvements to road safety.</p> <p>The Committee agreed that in the first instance, FPC took an action to extend the use of the Speed Device (Vehicle Activated Speed Sign) to gather further data. Councillors John Tero &amp; Andy Walker will look to install the Vehicle Activated Speed Sign in various locations in the village over the coming months.</p> <p><b>b. Glebelands/Football Club: (Andy Wincell)</b><br/> It was asked if the old Football Club noticeboard could be repaired and reinstated on the Glebelands. It was agreed that whilst the Parish Council are unaware of this noticeboard, the football club will retrieve and report its condition the Clerk.<br/> It was advised that the Glebelands gate padlock needs replacing. The Clerk will liaise with the football club with regards to a replacement.</p> <p><b>c. Tennis Club: (Charlie Bacon)</b><br/> The Tennis Club thanked the Parish Council for organising all the maintenance to the tennis courts including the newly installed fencing and noticeboard.<br/> It was noted that due to a recent incident, the tennis club has asked for extra keys to the gated padlock. The Clerk will organise and arrange distribution of the keys to all parties.</p> | <p>CLERK<br/>JT&amp;AW</p> <p>CLERK</p> <p>CLERK</p> <p>CLERK</p> |
| <p>12</p> | <p><b>All about Ferring Magazine</b><br/> The Clerk advised that she has included a number of articles in the September &amp; October editions.<br/> Further to the conversation under minute item 11, it was agreed that the results from the Vehicle Activated Speed Sign speed survey will be included in a future edition.</p>  |   |
| <p>13</p> | <p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b><br/> The Clerk advised that she has completed and submitted the annual Winter Management report to WSCC in relation to the village salt bins. It was noted that a few of the small salt shovels were missing. The Clerk will organise the replacements.</p> <p>Councillor Ruth Arnold gave her apologies for the next Committee Meeting.</p>   | <p>CLERK</p>  |

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| 14 | <b>Date of Next Meeting – Monday 4<sup>th</sup> December 2023</b>  |  |
|    | The meeting closed at 8.45pm.                                      |  |
|    | <b>Minutes approved</b><br><b>Chairman .....</b> <b>Date .....</b> |  |