



FERRING PARISH COUNCIL

1 Elm Park, Ferring, Worthing, West Sussex. BN12 5RN
telephone 01903 249 449 e-mail parishoffice@ferringparishcouncil.org.uk

To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **FERRING PARISH FULL COUNCIL MEETING** to be held on **Monday 16th October 2023** in the Village Hall, Main Hall. **The meeting will commence at 7.30pm.**

Members of the Public are welcome to attend the meeting and will be given an opportunity to make representation to Council under agenda item 3 on matters on this agenda only.

AGENDA

1 Apologies for absence

2 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.

3 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.

4 Minutes of the Full Council Meeting 4th September 2023 - to consider, approve and sign by the person presiding as a correct record.

5 Actions update from the meeting held 4th September 2023.

6 Committee Structure Council Members - Council to note the Committee Structure Council Members circulated to Councillors 6th & 13th October.

7 To receive and consider reports from Committees

a. **Environment Liaison Committee** - Councillor John Tero (*meeting held 25th September*)

a. **Kingston Parish Council request** – Council to agree in principle to the suggested signage as recommended by Finance & General Purposes Committee.

- b. **Planning & Licensing** – Councillor Ruth Arnold, meeting held 2nd & 16th October
- c. **Neighbourhood Development Plan Committee** – meeting held 9th October (*minutes attached for Councillors*)
 - a. Committee provisionally agreed the Committee Terms of Reference
 - b. The Committee agreed that at this stage, the Clerk will go through the NDP to establish what has been achieved and the policies to be taken forward within the NDP review.
- d. **Roads, Community & Sports Committee** – Councillor Clare Royal (*no meeting held*)
- e. **Finance & General Purposes Committee** (including the authorisation of orders of payments and recommendations from the Committee). Councillor Lesley Young, meeting held 2nd October (*minutes attached for Councillors*)
 - a. **Accounts and Finance** - Income and Expenditure August 2023 (*attached for Councillors*)
 - b. **Play Area Village Green** – To agree to work with ADC to purchase additional benches for the play area (*paper attached for Councillors*)
 - c. **Pantiles Trees** – To agree tree works and to submit planning application. (*quotation attached for Councillors*)
 - d. **Warren Pond Trees** – To agree Quotation for tree works at Warren Pond (*quotation attached for Councillors*)
 - e. **Grant applications** – To agree Arun Counselling Centre £150 & St Barbabas £260.88 (*paper attached for Councillors*)
 - f. **Office IT** – To agree the Increase mailbox (PC2) to 10GB £72+vat annual .

8 Council to note payments made under dispensation for expenditure for Committee minuted instruction.

Environment Liaison Committee (25th September)

- a. Warren Pond Tree works £400.00 – Council to note that due to a misinterpretation with the original quotation, the revised quotation was considered under agenda item 7,e,e.
- b. Village Green Tree works £220.00

9 Annual Accounts & External Audit 2022 - 2023 - The Clerk will advise Council that the External Audit 2022 - 2023 has been signed off and returned with no errors or recommendations. The notice of Conclusion is available on the parish council website.

10 Ferring Village Hall – Parish Council liaison (*Councillor Ruth Arnold*)
Ferring Village Hall Open Day Expo – (*papers circulated to councillors 6th & 13th October*)

- a. Council to agree the recommended format and literature to be available at the event.
- b. Councillors to confirm their availability.

11 ADC Statement of Community Involvement (SCI) document – Council to consider any comments (*paper circulated to councillors 6th & 13th October*) (Closing date 27th October 2023)

12 Active Travel Strategy Consultation - Council to consider any comments (*paper circulated to councillors 6th & 13th October*) (Closing date 15th November 2023)

13 To receive reports from –

- a. **District Councillor(s)** representing Ferring (Arun District Council)
- b. **County Councillor** representing Ferring (WSCC)

14 Urgent matters arising, since the preparation of this agenda & Items to referred to next Agenda

Date of next meeting Monday 27th November 2023

**Mrs Nadine Phibbs
Clerk & Responsible Financial Officer
10th October 2023**