

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

FERRING PARISH COUNCIL

1 Elm Park, Ferring, West Sussex BN12 5RN
Tel: 01903 249449 Email: parishoffice@ferringparishcouncil.org.uk

Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 16th October 2023** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Clare Royal (Chairman), Councillor Ruth Arnold (Vice Chairman), Councillors Terry Jackson, Lesley Young, Andy Walker, John Tero, Simon Bromley & Roger Elkins (arrived 8.10pm).

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillors Roger Elkins & Mark Turner

Residents: There was one resident in attendance

Councillor Clare Royal, Chairman, welcomed all present to the meeting and commenced the formal proceedings.

01-10-2023 Apologies for absence

Apologies were received from Councillor Graham Bootle. The apologies were accepted.

02-10-2023 Declarations of interest

There were no declarations of interest.

03-10-2023 Public Questions

There were no resident questions.

04-10-2023 Minutes of the Full Council Meeting 4th September 2023

The Minutes of the Full Council Meeting 4th September 2023 were approved by Council. The minutes were signed by the Chairman presiding as a correct record.

05-09-2023 Actions update from the last meeting

There was nothing to mention.

06-10-2023 Committee Meeting Structure Council Members - Council noted the Committee Meeting Structure previously circulated to Councillors.

07-10-2023 To receive and consider reports from Committees including the authorisation of orders for payment: – Relevant minutes have been circulated with no further comments or questions.

- a. **Environment Liaison Committee** - Councillor John Tero, meeting held 25th September
 - a. **Kingston Parish Council request** – Council agreed in principle to the signage that Kingston Parish Council & Conservation Group have suggested to erect along the Rife. It was noted that the signage will have no affiliation to FPC.
 - b. **Warren Pond** - Councillor John Tero raised the suggestion from the Conservation Group to instal dragons' teeth at the west end of the pond to prevent parking on the verge. After a brief discussion it was established that parking at this location is not a regular occurrence therefore this suggestion will not be pursued
- b. **Planning & Licensing** – Councillor Ruth Arnold, meeting held 2nd & 16th October

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Councillor Ruth Arnold advised that a Planning & Licensing Committee had met earlier this evening and reviewed the current applications with no objections.

- c. **Neighbourhood Development Plan Committee** – meeting held 9th October
 - 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, meeting held
There was nothing further to mention.
- e. **Finance & General Purposes Committee** (including the authorisation of orders of payments and recommendations from the Committee). meeting held 2nd October
Councillor Lesley Young advised:
 - a. **Accounts and Finance** - Income and Expenditure August 2023 - Approved
 - b. **Play Area Village Green** – Council agreed to work with ADC to purchase additional benches for the gated play area. In summary, ADC will organise the purchase, installation and maintenance of two benches to be installed at the east end of the gated play area. FPC will pay the extra cost of the benches up to £1000 over the £500 allocated money.
 - c. **Pantiles Trees** – Council agreed the tree works and that the parish office will submit the TPO planning application
 - d. **Warren Pond Trees** – Council agreed the tree works at Warren Pond at £500.
 - e. **Grant applications** – Council agreed Grants to Arun Counselling Centre £150 & St Barbabas £260.88.
 - f. **Office IT** – Council agreed to the Increase mailbox (PC2) to 10GB £72+vat annual fee.

The above was **RESOLVED** by Full Council

08-10-2023 Council noted payments made under dispensation for expenditure for Committee minuted instruction.

Environment Committee

- 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

09-10-2023 Annual Accounts & External Audit 2022 - 2023 - The Clerk advised 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.

10-10-2023 Ferring Village Hall – Parish Council liaison (*Councillor Ruth Arnold*)
Ferring Village Hall Open Day Expo –

- a. Council agreed the recommended format and literature that will be available at the event.
- b. Depending on availability, Councillors will attend the event.

11-10-2023 ADC Statement of Community Involvement (SCI) document – Council noted the document, any comments to be forwarded to the Clerk before the closing date. (Closing date 27th October 2023)

12-10-2023 Active Travel Strategy Consultation - Council noted the consultation, any

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comments to be forwarded to the Clerk before the closing date. (Closing date 15th November 2023)

13-10-2023 Reports from District and County Councillors

Arun District Councillor Roger Elkins advised the following:

- The appeal hearing date for APP/C3810/W/23/3323939 - FG/124/22/PL is 17th October 2023.

Arun District Councillor Mark Turner advised the following:

- It was noted that the appeal hearing date for APP/C3810/W/23/3323939 - FG/124/22/PL is 17th October 2023.
- Reference was made to the Sussex Police (PPAF – Police Property Act Fund): [Police Property Act Fund \(PPAF\) | Sussex Police](#). This is a £500 grant, which supports voluntary/charitable organisations in Sussex. You will need a local PC/PCSO to support your application and this can be used for equipment/tools. These details have been passed to the organisers for the Pill Box project. Gary Barnes is the ASDA Community Champion.
- Thank you to ADC & FPC for the new gated play area, feedback from residents has been extremely positive.
- Councillor Mark Turner gave his apologies for the next meeting 27th November.

WSCC County Councillor Roger Elkins advised the following:

- There remains the need for Foster Carers in the County.
- Active Travel Strategy Consultation is now live (Closing date 15th November 2023)
- Funding is secured to support a project to erect significant overhead signage for some bus stops.
- There are further grants available for energy improvements for housing with the warmer homes project.
- Further to the Consultation for improvements the A259 between Littlehampton & Bognor, a proposal and a bid for funding has been submitted.
- WSCC are starting the initial discussions with regards to the 2024 – 2025 budget.

14-10-2023 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

There was nothing to mention.

The next meeting date is 27th November 2023

The Chairman closed the meeting at 8.20pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**