

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

FERRING PARISH COUNCIL

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Minutes of the meeting of FERRING PARISH COUNCIL held on **Monday 15th April 2024** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillor Clare Royal (Chairman), Councillor Ruth Arnold (Vice Chairman), Councillors, Lesley Young, Terry Jackson, Simon Bromley, Graham Bootle, John Tero & Roger Elkins.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillor 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.

01-04-2024 Apologies for absence

Apologies were received from Councillor Andy Walker. The apologies were accepted.

02-04-2024 Declarations of interest

There were no declarations of interest.

03-04-2024 Public Questions

There were no public questions.

04-04-2024 Minutes of the Full Council Meeting 4th March 2024

The Minutes of the Full Council Meeting 4th March 2024 were approved by Council. The minutes were signed by the Chairman presiding as a correct record.

05-04-2024 Actions update from the last meeting

There was nothing to mention.

06-04-2024 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, no meeting held

Councillor John Tero advised

a. Councillor Andy Walker is in the process of obtaining further quotations for the fencing at Warren Pond.

b. There is no update in relation to ta memorial site at the blue boat near Patterson's Walk.

c. Council noted the FPC Maintenance Contractor increase for each quarterly maintenance from £625.00 to £656.25

b.**Planning & Licensing** – Councillor Ruth Arnold, meeting held 8th & 15th April

Meeting was held earlier this evening and the Committee considered two applications with no objections.

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WBC application AWDM/0099/24 - Land South East Corner of Amberley Drive Marine Drive Worthing West Sussex

Application for Certificate of Lawfulness for Proposed Construction of a large sandpit for children, with a large gazebo for shade over. Installation of boundary fence. Placement of three further gazebo's around the main sandpit, selling cold and hot drinks, snacks, with additional other concessions on the site to offer food services. Installation of bin area. Installation of security CCTV to enable children to view wildlife online – An appeal has been made to the Secretary of State.

The Committee agreed to reiterate their objection to the application.

c. Neighbourhood Development Plan Committee – no meeting held

In relation the ADC Local Plan 2023 – 2041, Direction of Travel Document Issues and Options Regulation 18 Consultation.

In line with the consultation, ADC are holding several drop in events where the public can speak to officers about the Direction of Travel Documents. Ferring drop in session will be held in the Library on 18th April from 9.00am to 1.00pm.

d. Roads, Community & Sports Committee - Councillor Clare Royal, meeting held 25th March

a. **Annual Parish Meeting 2024** – Council agreed the proposed Annual Parish Meeting format with an additional item of a Police report. Council agreed that the Clerk will contact the Police and invite them to attend the meeting to provide an overview of policing within the village.

b. FPC Bus Shelters – Maintenance of the shelters

The Clerk raised the issue of advertisements within the Parish Council's bus shelters. Whilst the Roads, Community & Sports Committee did not have an issue with the advertisements themselves, they did raise the matter of posters being removed and drawing pins/staples being left in the shelter which may cause a risk of injury to anyone using the shelters.

It was agreed that the possibility of advertisement boards being put up in the shelters would be explored. Councillor Lesley Young will look at the options available.

c. Tennis Club matters – Court Access, Court Maintenance & Tennis Club accounts

Court Access:

The accessing of the tennis courts from Colindale Road has become very muddy and dangerously slippery over the past few weeks, resulting in mud being walked onto the courts, causing a potential slip hazard there too.

As our winters are now likely to become wetter due to global warming, the Tennis Club would like to ask if the Council would consider the construction of an extension to the existing tarmac path from Colindale Road up to the south- west gate to the courts.

The Clerk has approached ADC with regards to a pathway (approx. 5 metres in length), in principle they have no issues, however there are no funds for a pathway. This project will be considered in more detail at a later date.

Court Maintenance:

New nets are required – Council approved a price of £276 for two sets of nets.

There are areas of the court which could do with some maintenance, the top surface of the tarmac on the north-east end of one of the courts is beginning to fail. This causes balls to bounce off this area at a most unusual angle.

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Following a meeting with the court maintenance company on 10th April., two quotations have been supplied to 1. Repair the court. 2. Repair the court and also treat both courts to provide a better finish and longevity of the court surface.

After a brief discussion, Council agreed that this item to be considered further at the next Roads, Community & Sports Committee Meeting in June.

The above was **RESOLVED** by Full Council

e. Finance & General Purposes Committee (including the authorisation of orders of payments and recommendations from the Committee). Councillor Lesley Young meeting held 19th February.

a. Accounts and Finance - Income and Expenditure February 2024 *Approved*

b. Grant Applications

Wadars grant application – Council approved £300 grant.

Men in Sheds grant application – It was noted that the Finance & General Purposes Committee had recommended to provisionally agree a financial support, however, would like more information on specific items that the funds will be used for. The Clerk will liaise with the applicants.

Whilst further information has been supplied including specific costs, Council felt that there is a lack of information and a business plan to award the full grant application amount.

Council therefore, approved a grant of £300 in the first instance on the understanding that, if submitted, any further grants from Men in Sheds will be considered by Council on the basis that a business plan, focused objectives and specific funding costs are provided.

The above was **RESOLVED** by Full Council

c. Parish Office Photocopier – The photocopier in the Parish Office is now 9 years old and in the next few months the manufacturer will discontinue any replacements parts and tonners.

The photocopier has been very effective and with no issues. Whilst there are options to keep the copier or purchase a reconditioned copier, the Committee agreed that a preferable option would be to purchase a new copier. The Clerk has obtained a quotation for a new copier. Quotation total £3294.98. The Committee were supportive of the purchase. It was also noted that the monthly maintenance charge for a new copier will be 50% less than the current monthly charge.

Whilst the Finance & General Purchases Committee gave a recommendation to purchase the new photocopier, following a conversation with a neighbouring parish, Councillor Roger suggested that Council could explore this item further and that there may be a possibility that WSCC could offer a more competitive quotation by using their purchasing powers agreements.

Councillor Roger Elkins will provide the Clerk with further details in relation to WSCC purchasing powers scheme. Once received the Clerk could investigate further. Council approved that the overall decision to be made via email.

07-04-2024 Council noted payments made under dispensation for expenditure for Finance & General Purposes Committee Maintenance Quotations

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a. **Pantiles noticeboard** – £140. This cost was approved under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.

b. **Wooden Bus shelters staining** – £525. This cost was approved under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.

c. **Fence panel at allotments** – £100. Giving the exceptional circumstances and the location in relation to the allotments, the Committee agreed that the fence panel should be replaced. This cost was approved under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.

d. **FPC Business Cards** – £52. The Committee agreed to the purchase of Parish business cards. Council approved the design circulated by the Clerk. This cost was approved under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.

Councillor Roger Elkins suggested that photo ID cards could be supplied to all Councillors.

08-04-2024 Appoint Internal Auditor – To appoint Smithe & Co (Jennifer Smith) as the Internal Auditor for 2023 – 2024.

The above was **RESOLVED** by Full Council

09-04-2024 Country Centre Tour – Council to agree a date for the postponed tour. Council suggested dates are 20th June, 4th & 11th July. The Clerk will liaise with the Country Centre and revert back to Councillors.

10-04-2024 ADC Local Plan – Council noted the first public consultation stage 25th March, Closing on 13th May with the publication of the Direction of Travel document (DoT).

11-04-2024 Ferring Village Hall – Parish Council liaison (*Councillor Ruth Arnold*)
There was nothing to report.

12-04-2024 Reports from District and County Councillors

Arun District Councillor Roger Elkins advised the following:

- In relation to the ADC Local Plan 2023 – 2041, Direction of Travel Document Issues and Options Regulation 18 Consultation.
In line with the consultation, ADC are holding several drop in events where the public can speak to officers about the Direction of Travel Documents. Ferring drop in session will be held in the Library on 18th April from 9.00am to 1.00pm.

Arun District Councillor Mark Turner advised the following:

- K/46/23/PL – The outcome from the Planning Committee Meeting 20th March 2024 and the request for the 'call in' by Kingston Parish Council, Land north-east of Kingston Lane Kingston
- WBC application AWDM/0099/24 - Land South East Corner of Amberley Drive Marine Drive Worthing West Sussex
Application for Certificate of Lawfulness for Proposed Construction of a large sandpit for children, with a large gazebo for shade over. Installation of boundary fence. Placement

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of three further gazebo's around the main sandpit, selling cold and hot drinks, snacks, with additional other concessions on the site to offer food services. Installation of bin area. Installation of security CCTV to enable children to view wildlife online – An appeal has been made to the Secretary of State.

- Railway Networks are looking at a scheme to improve safety awareness for the railway pedestrian crossing west side of Ferring. The Network Rail Team have confirmed that they will visit the site on 3rd May between 1.00pm – 4.00pm to raise safety awareness.
- ADC are looking at the possibility of additional beach huts in the district.

WSSC County Councillor Roger Elkins advised the following:

- Following the approval of the WSSC budget for 2024 – 2025, it was noted that WSSC are in a Sound financial position but still faces challenges.
- There is an additional £10 million for the county's highways as well as £204 million for children social care and £500 million for adult social care.
- The recycling facilities have moved to their summer opening hours.
- A fleet of hydrogen powered buses is set to launch across parts of Sussex, Surrey & Kent following a successful bid of £10 million of government funding.
- WSSC has just appointed a new CEO.

13-04-2024 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

Due to other commitments, Councillor Roger Elkins requested that the next Planning & Licensing and Finance & General Purposes Committee Meetings planned for 13th May 2024 are rescheduled.

The Clerk will liaise with Councillors Ruth Arnold, John Tero, Lesley Young & Terry Jackson will discuss and revert back to Council.

The next meeting date is 20th May 2024

The Chairman closed the meeting at 8.55pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**