

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 21<sup>st</sup> October 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, Simon Bromley, Roger Elkins, Andy Walker & John Tero. Councillors Marlon Foakes, Simon Ash & Stuart Davies joined the meeting as co-opted members of the Council

**West Sussex County Councillor:** Councillor Roger Elkins

**Arun District Councillors:** Councillors Mark Turner & Roger Elkins

**Residents:** There were three residents in attendance

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

### **01-10-2024 Apologies for absence**

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

### **02-10-2024 Declarations of interest**

Councillor Lesley Young declared an interest in agenda item 12 Ferring Village Hall.

Councillor Clare Royal declared an interest in agenda item 9 Allotments.

### **03-10-2024 Public Questions**

A resident noted agenda item 11, Ferring Rife Public Conveniences – The refurb of the above toilet has been moved to next financial year due to current commitments and asked in the proposed design includes the already installed external tap.

The Clerk advised that she has seen the proposed design and whilst it does not show the external tap, as with the village green public conveniences refurbishment, she will ask that the external tap is retained.

### **04-10-2024 Minutes of the Full Council 16<sup>th</sup> September 2024**

The Minutes of the Full Council 16<sup>th</sup> September was approved by Council. The minutes were signed by the Chairman presiding as a correct record with a slight alteration to minute item 14-09-2024 In the absence of Councillor Roger Elkins, Councillor Clare Royal advised: change to: In his absence, Councillor Roger Elkins provided a report, Councillor Clare Royal advised:

### **05-10-2024 Actions update from the last meeting**

There was nothing to mention.

### **06-10-2024 Vacant Council Positions**

The Chairman advised the Council that following the elections 2023, there are currently four vacancies for Councillors, and we have received three applications. The Chairman welcomed Marlon Foakes, Simon Ash & Stuart Davies (the applicants) to the meeting and asked them to make a short presentation about themselves, their interests in the Parish Council and their reasons for wishing to become a Councillor. Following the presentations, Councillors were given the opportunity to ask any questions to the applicants.

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The result of the ballots **RESOLVED** to co-opt Marlon Foakes, Simon Ash & Stuart Davies to serve as a Councillor until the next ordinary election.

Marlon Foakes, Simon Ash & Stuart Davies were welcomed and asked to join the meeting and to read out their Declaration of Acceptance of Office and sign the Declaration Form. The Clerk issued the newly co-opted Councillors with further documentation to complete including Code of Conduct and Register of Interests.

**07-10-2024 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

Noted that the shelter behind the library has been removed and replaced with a bench. And that the shelter north of the railway line has been removed, a new plinth installed ready for the new shelter to be installed in the next few weeks.

**b.Planning & Licensing** – Councillor Ruth Arnold, meetings held 14<sup>th</sup> & 21<sup>st</sup> October.

It was noted that Councillor Roger Elkins referred to the changes to the National Planning Policy Framework (NPPF). The Clerk was asked to seek guidance from ADC with regards to broad timescales and how the Parish Council Neighbourhood Plan can feed into the process.

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

Council noted the National Planning Policy Framework (NPPF) document.

**d.Roads, Community & Sports Committee** - Councillor Clare Royal, no meeting held

a. Langbury Lane Teams Meeting – The Clerk and Councillor Roger Elkins attended the meeting 14<sup>th</sup> October 2024. This will remain an agenda item for the Roads, Community & Sports Committee to discuss the outcome of the meeting and any actions. The Clerk thanked the resident (in attendance this evening) for highlighting this issue and for providing the useful evidence.

b. Traffic Regulation Order (TRO) – The TRO's for double yellow lines at the corner of Church Lane in to Greystoke Road, the corners of the Ferring Baptist Church and the corners of the Glebelands Centre have been approved and will be installed in the coming weeks.

**e.Finance & General Purposes Committee** (including the authorisation of orders of payments and recommendations from the Committee). Councillor Lesley Young, meeting held 14<sup>th</sup> October

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

b. **Grant applications** Approved

a. Arun & Chichester Citizens Advice £100

b. Tylers Trust £500

c. Arun Counselling Centre £300

All of the above was **RESOLVED** by Full Council.

**08-10-2024 Council noted payments made under dispensation for expenditure.**

(Finance & General Purposes Committee 14<sup>th</sup> October)

a. Replacement flag at the flagpole at the War Memorial £95.23 including delivery.

However, The Clerk has emailed all Councillors advising, following further discussions with the Flagpole Company (Hampshire Flag Company), it appears that there may be an issue with the weight of the flag as mentioned at the meeting but also the threading of the Halyard.

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The Company will need to attend site to repair this and suggested that the flagpole is serviced at the same time.

The revised quotation for the repair (excluding parts) and the flag has been circulated

As Remembrance Day is less than one month, the Clerk considers that this issue needs to be resolved as a matter of urgency. She has therefore proposed that this quotation is accepted under the below:

Financial Regulations, 4.4.

In cases of extreme risk to the delivery of council services, the clerk may authorise revenue expenditure on behalf of the council which in the clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £1000. The Clerk shall report such action to the chairman as soon as possible and to the council as soon as practicable thereafter.

The above was **RESOLVED** by Full Council.

#### **09-10-2024 Allotments –**

The Clerk advised that the project is progressing well and that the allotment meeting will be held 23<sup>rd</sup> October at the parish office. Councillor Ruth Arnold will attend along with the parish office personnel. This evening there are two items to approve.

- a. Purchase of Compost bins x 3 *approved*
- b. New Tenancy Agreement to be agreed *approved*

The above was **RESOLVED** by Full Council.

**10-10-2024 Annual Accounts & External Audit 2023 - 2024** - The Clerk advised Council that the External Audit 2023 - 2024 has been signed off and returned with no errors or recommendations. The notice of Conclusion is available on the parish council website.

Councillor Lesley Young, on behalf of the Council, thanked the Clerk.

**11-10-2024 Ferring Rife Public Conveniences** – Council noted that the refurb of the above toilet has been moved to next financial year due to current commitments.

#### **12-10-2024 Ferring Village Hall Parish Council Liaison** (*Councillor Ruth Arnold*)

Councillor Ruth Arnold attended the recent Village Hall Meeting and advised that all regular hall users have been issued with an updated Terms & Conditions document.

Council approved the Updated Terms & Conditions document which the Clerk will sign and return.

The above was **RESOLVED** by Full Council.

#### **13-10-2024 Stakeholder Consultation: West Sussex Highway Network Management Plan**

There were no comments. If any Councillor has comments, these need to be sent to the Clerk prior to 30<sup>th</sup> October.

#### **14-10-2024 Reports from District and County Councillors.**

**Arun District Councillor Mark Turner advised the following:**

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- As a result of the ADC NPPF briefing in September, Councillors agreed to write to the Right Honourable Angela Rayner MP, Deputy Prime Minister & Secretary of State for Housing and Communities and Local Government regarding consultation on proposed changes to the National Planning Policy Framework (NPPF). A copy of the letter is available on the ADC website and will be circulated to Councillors.
- The appeal at Chatsmore Farm, Land North West of Goring Railway Station, Goring Street is now complete and we await the decision.
- Arun District Council (ADC) is working towards Silver and Gold Status for the Armed Forces.
- Arun District Council (ADC) Economy Committee will be discussing a proposal for additional beach huts across ten sites in the district tomorrow evening (22<sup>nd</sup> October) Both the Parish Council and the District Councillors have submitted their comments and District Councillor Mark Turner will be speaking at the meeting along with a few Ferring residents.

**Arun District Councillor Roger Elkins advised the following:**

- Also noted the (ADC) Economy Committee meeting on 22<sup>nd</sup> October in relation to the proposed beach huts.
- NPPF consultation now complete and urged Councillors to read the document. The Clerk was asked to seek guidance from ADC with regards to broad timescales and how the Parish Council Neighbourhood Plan can feed into the process.

**WSSC County Councillor Roger Elkins advised the following:**

- WSSC has recently established communications with Town & Parish Councils regarding highways issues which includes winter preparations, repairs and maintenance.
- WSSC Council's meeting last week raised concerns regarding the A27 improvements and it was agreed to write to the Prime Minister expressing concern over the lack of consultation and viable alternatives strategies following the cancellation of the bypass for Arundel.
- Libraries across the county has a successful young readers programme.
- WSSC has published on their website a new fostering film to encourage more foster carers in the county.
- On wider issues, Rampion 2 and Gatwick second runway are being considered on a national level.

**15-10-2024 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.**

Councillor Ruth Arnold gave her apologies for the next meeting.

**The next meeting date is 2<sup>nd</sup> December 2024**

The Chairman closed the meeting at 21.20pm

Mrs Nadine Phibbs,  
Clerk to Ferring Parish Council

**Minutes approved**

**Chairman .....** **Date .....**