

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 3<sup>rd</sup> March 2025** at the Village Hall. The meeting commenced at 7.30pm.

### **Present:**

**Parish Councillors:** Councillor Clare Royal, (Chairman), Ruth Arnold (Vice Chairman), Councillors, Lesley Young, Roger Elkins (arrived 7.55pm), Marlon Foakes, Graham Bootle, & Stuart Davies.

**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.

### **01-03-2025 Apologies for absence**

Apologies were received from Councillors John Tero, Andy Walker & Simon Ash. The apologies were accepted.

### **02-03-2025 Declarations of interest**

Councillor Lesley Young declared an interest in agenda item 10 Ferring Village Hall.

Councillor Clare Royal declared an interest in agenda item 6,a,a Allotments.

### **03-03-2025 Public Questions**

A resident asked the purpose of a Traffic Regulation Order (TRO).

Councillor Clare Royal advised that a TRO can be obtained for highway issues, double yellow lines or parking restrictions for example.

### **04-03-2025 Minutes of the Full Council 20<sup>th</sup> January 2025**

The Minutes of the Full Council 20<sup>th</sup> January 2025 was approved by Council. The minutes were signed by the Chairman presiding as a correct record.

### **05-03-2025 Actions update from the last meeting**

There was nothing to mention.

**06-03-2025 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

a. **Allotments** – Following the by-yearly review, it was agreed to an increase in the allotment plot charges of £4 for each Half Plot and £2 for each Quarter Plot.

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

b. **Planning & Licensing Committee** – Councillor Ruth Arnold, meetings held 17<sup>th</sup> February 2025

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

Councillor Ruth Arnold advised that the meeting this evening, 3<sup>rd</sup> March did not take place due to insufficient quorum. Therefore, the outstanding planning applications will be circulated to Committee Members for their comments.

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

There was nothing to mention.

**d. Roads, Community & Sports Committee** - Councillor Clare Royal, meeting held 24<sup>th</sup> February

**a. VE Day Event** – Details of the events arrangements have been circulated and the Events Planner will be completed and circulated to all.

**b. Langbury Lane Traffic Regulation Order (TRO)** –

Council will recall that a resident raised concerns and asked the Parish Council if there were any actions that could be taken to address the rising issues in Langbury Lane in relation to restricted parking, volume of traffic and pavements issues.

County Councillor Roger Elkins and the Clerk attended a teams meeting with WSCC Highways Representatives where it was identified that the most effective solution would be a Traffic Regulation Order (TRO) for yellow lines.

A TRO application would require support from local residents, therefore it had been agreed that in the first instance, Councillor Clare Royal and the Clerk produced a questionnaire which was delivered to seventy homes in Langbury Lane, Brookside Close & Hangleton Grange in January.

Resident feedback received was limited with the majority not being in support of the suggested TRO. Residents have supplied other possible solutions, however, Council noted that these are not in the Parish Council's remit and took the decision that due to a lack of support, not to pursue with the TRO.

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

**c. Parking in the village in General** –

Councillor Roger Elkins advised that at a recent resident open event; concerns raised included the general congestion and parking within the centre of the village and he asked that the FPC Roads, Community & Sports Committee consider looking at this matter.

It was noted that the Parish Council has reviewed parking matters over the years, including new design of the parking bays, limited parking and a proposal for a car park on the Glebelands.

The Committee agreed that Councillor Roger Elkins will liaise with WSCC Highways with a view to them visiting Ferring to provide advice regarding parking and congestion within the village.

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

**d. Provision of Dropped Kerb** –

As previously reported, 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.

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

Councillor Roger Elkins, accompanied by a WSCC Highways Manager, visited some of the locations highlighted in the initial survey. It has been noted that many of the locations identified do not meet the standard criteria, therefore, cannot be pursued.

One location near the Henty Public House was considered as a possibility and if it meets the required criteria. Unfortunately, due to visibility, a dropped kerb is not viable at this location.

Councillor Clare Royal had identified another location near the GP Surgery that would benefit from two drop kerbs. It was noted that as this is private land and not WSCC land, therefore, the Parish Council will need to obtain permission from the landowner and fund the project.

Councillor Clare Royal has sent the details of the exact locations and photos to Councillor Roger Elkins who will provide details of the cost of a dropped kerb.

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 17<sup>th</sup> February

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

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

**07-03-2025 Council noted payments made under dispensation for expenditure.**

*(Finance & general Purposes 17<sup>th</sup> February)*

All about Ferring additional page for each edition, at a charge of £103.

*(Roads, Community & Sports Committee 24<sup>th</sup> February)*

VE Day Flag purchase £78.00 (90" x 54")

**08-03-2025 Devolution** - Open consultation, Sussex and Brighton devolution consultation, Published 17th February 2025, this consultation will last until 13th April 2025

**09-03-2025 Meeting with Beccy Cooper MP**

a. Council noted the meeting Friday 4<sup>th</sup> April 2025 and an attendee list has been produced.

b. Discussion points are agreed as: Devolution – the role of the Parish Council, Housing, and Transport Links - rail & bus.

**10-03-2025 Ferring Village Hall Parish Council Liaison** *(Councillor Ruth Arnold)*

With the main focus being VE Day Event, Councillor Ruth Arnold has met with the Village Hall Chairman to produce an appropriate invitee list for the Commemorative tea party which has been passed to the Parish Office.

**10-03-2025 Reports from District and County Councillors.**

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

- Moving to the end of the administration year, the budget has been agreed.
- Over the past year the beach hut proposal was discussed and a proposal agreed and there remains a number of unpopular housing developments that are moving forward, specifically Bersted and the Body Shop site.
- There is an ADC briefing taking place this evening reference to the summer travellers.
- Councillor Mark Turner & Roger Elkins recently held a councillor surgery at the village hall with a concern regarding the closure of Clappers Lane being raised.

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

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

- ADC 2025 – 2026 Budget has been agreed.

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

- The Scrutiny Committee agreed the 2025 – 2026 budget with an increase of 4.99% increase, 2.99% council tax and 2% adult social care.
- In relation to the Devolution Paper, it is confirmed that there will be no elections in 2025. However, the elections for the unitary mayor will take place in 2026.

**11-03-2025 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.**

There was nothing to mention.

Council noted the following.

**12-03-2025 Exclusion of the Public and The Press**

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

**13-03-2025 Personnel Sub-Committee – Office Employment Contracts**

The Administrative Assistant's holiday entitlement for 2024 - 2025 was reviewed. Council **RESOLVED** to allow 5 days to be carried over.

The above was **RESOLVED** by Full Council

**The next meeting date is 7<sup>th</sup> April 2025**

The Chairman closed the meeting at 20.10pm

Mrs Nadine Phibbs,  
Clerk to Ferring Parish Council

**Minutes approved**

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