



FERRING PARISH COUNCIL

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To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **ANNUAL STATUTORY MEETING OF FERRING PARISH COUNCIL** to be held on **Monday 19th May 2025** 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 7 on matters on this agenda only.

AGENDA

- 1 To elect a Chairman of the Council**
- 2 To receive the Chairman's declaration of acceptance of office**
- 3 To elect a Vice Chairman of the Council**
- 4 To receive the Vice Chairman's declaration of acceptance of office**
- 5 Apologies for absence**
- 6 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.
- 7 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.
- 8 To appoint membership of the following committees** (*existing membership enclosed*) -
 - a) Planning Committee (decision powers)
 - b) Roads, Community & Sports Committee (advisory powers only with delegated spending powers)

- c) Environment Liaison Committee (advisory powers only with delegated spending powers)
- d) Neighbourhood Development Plan Committee (advisory powers only)
- e) Finance & General Purposes Committee (advisory powers only with delegated spending powers)
- f) Devolution Working Group (advisory powers only with no delegated spending powers)

9 To review the terms of reference for each committee

Committee terms of reference can be reviewed at the next respective committee meetings.

10 To appoint representative to outside bodies

Arun District Association of Local Councils (ADALC)
Police Liaison

11 Minutes of the Full Council Meeting 7th April 2025 - to consider, approve and sign by the person presiding as a correct record.

12 Actions update from the meeting held 7th April 2025.

13 To receive and consider reports from Committees

- a. **Environment Liaison Committee** - Councillor John Tero, no meeting held
- b. **Planning & Licensing** – Councillor Ruth Arnold, meetings held 12th & 19th May (*minutes 12th May attached for Councillors*)
- c. **Neighbourhood Development Plan Committee** – no meeting held
- 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 12th May (*minutes attached for Councillors*)
 - a. **Accounts and Finance** - Income and Expenditure March 2025 (*attached for Councillors*)

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

(*Finance & General Purposes Committee 12th May 2025*)

- a. AED board - Quotation aluminium composite sign that could attach to the existing sign posts. To design, produce and install you would be looking at approx. £190.00 + vat. based on that size (*paper attached for Councillors*)

15 FPC Devolution Working Group –

- a. To agree Councillor members.
- b. Agree a meeting date.
- c. To note the content of resident communication and comments from District Councillor Mark Turner. (*paper attached for Councillors*)

16 FPC Standing Orders - to approve revised Financial Regulations 2025
(circulated to Councillors 9th & 16th May)

17 FPC Financial Regulations – Council to note that the revised FPC Financial Regulations 2025 were approved at Full Council 7th April 2025. *(circulated to Councillors 9th & 16th May)*

18 End of year Accounts – To approve the accounts for the year ending 31st March 2025 *(copy attached for Councillors)*

Annual Return -

a) To agree Section 1 – *Annual governance statement 2024/25* – of the Annual Return for the year-ending 31st March 2025 can be signed by the Chairman and the Clerk/Responsible Financial Officer

b) To agree Section 2 – *Accounting statements 2024/25* – of the Annual Return for the year-ending 31st March 2025 can be signed by the Chairman and the Clerk/Responsible Financial Officer

19 Ferring Village Hall Liaison *(Councillor Ruth Arnold)*

20 To receive reports from –

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

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

22 Public Bodies (admission to meetings) Act 1960 giving the Power to exclude Public and Press from the meeting –

23 Ill-health Liability Insurance - West Sussex County Council Pension Fund
(paper will be circulated with councillor weekly update 16th May)

24 Date of next meeting Monday 21st July 2025

Mrs Nadine Phibbs
Clerk & Responsible Financial Officer
13th May 2025