

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

**FERRING PARISH COUNCIL  
ROADS, COMMUNITY & SPORTS COMMITTEE  
(Advisory Powers Only)**

**Minutes of the Roads, Community & Sports Committee meeting held at 7.00pm  
on Monday 30<sup>th</sup> June 2025 at the Parish Office.**

Present	Councillors	Clare Royal (Chairman)
		Graham Bootle (Vice Chairman)
		Stuart Davies
		Simon Ash
		Marlon Foakes
	County Councillor	Roger Elkins
	FRSA	Jackie Ring
	Glebelands/Football Club	Andy Wincell

1	<b>Elect a Chairman</b> Councillor Clare Royal was elected as the Committee Chairman	
2	<b>Elect a Vice Chairman</b> Councillor Graham Bootle was elected as the Committee Vice Chairman	
3	<b>Apologies for absence</b> Apologies were received from Councillor Ruth Arnold. The apologies were accepted.	
4	<b>Declarations of interest</b> There were no declarations of interest.	
5	<b>Public Question Time</b> There were no residents in attendance.	
6	<b>To confirm the Minutes of the last Meeting held 24<sup>th</sup> February 2025</b> The Minutes of the Roads, Community & Sports Committee Meeting held 24 <sup>th</sup> February 2025 were approved by the Committee as a correct record and signed by the Chairman.	
7	<b>Actions update from the last meeting</b> There was nothing to mention.	

8	<p><b>Review and agree Committee Terms of Reference</b> The Committee agreed the Terms of Reference.</p> <p>This will be recommended for Full Council approval</p>	
9	<p><b>Items for information</b> – to note the following</p> <p>a. <b>Bus Shelter Professional Advertisement Boards</b> – Eight noticeboards have been installed across three of the wooden bus shelters, two at Village Green and one at south end of Ocean Drive. The noticeboards are being utilised well.</p> <p>b. <b>Langbury Lane Traffic Regulation Order (TRO)</b> – Traffic Regulation Order (TRO) for yellow lines for much of the length of Langbury Lane. 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.</p> <p>c. <b>Pavement condition</b> – The Parish Office was made aware of the uneven and broken paved area outside James &amp; James Estate Agents. After liaison by the Parish Office, the landowner is taking steps to resolve this matter.</p> <p>d. <b>AED board at Bluebird Café</b> – The AED bard has been installed.</p> <p>e. <b>Clappers Lane</b> – Ferring Public Footpath No. 2113 – Temporary Closure Notice extended for further six months – Clappers Lane Network Rail have planned works to improve safety but these are not scheduled for completion until December 2025. The route will now be closed until 12<sup>th</sup> February 2026 or until the works have been completed, whichever is sooner.</p>	
10	<p><b>Roads Matters</b></p> <p>a. <b>Parking in the village in General</b> - The Committee will recall that it has previously been agreed that Councillor Roger Elkins would liaise with WSCC Highways with a view to them visiting Ferring to provide advice regarding parking and congestion within the village.</p> <p>Councillors Roger Elkins &amp; Clare Royal accompanied by a WSCC Traffic Engineer visiting various locations in the village and identified a range of matters.</p> <p>It was noted that parking in the centre of the village remains a challenge and this became the focus of the visit with the below suggestions:</p> <ol style="list-style-type: none"> <li>1. Parking at the shops (just south of the parish office) – it was noted that this area is congested with two-way traffic and vehicles parked on the outer kerb, particularly evident when the railway gates have recently opened. Vehicles are parking on the pathway that divides the slip road</li> </ol>	

	<p>and Ferring Street. The suggestion included removal of the outer pathway and arranging the parking bays as forward parking similar as further into the village outside co-op. This will elevate the congestion with vehicles traveling through the centre village with the possibility of providing additional parking spaces.</p> <p>2. Congestion due to the two bus stops either side of the road near the co-op – It was suggested that the pathway on the west side could be reduced in width to ease the congestion when the buses passing through the centre of the village.</p> <p>The Committee agreed that Councillor Roger Elkins will explore both options with WSCC with a view to obtaining a simple design for both proposals. It was agreed that if there are any financial implications at design stage, that further deliberation will need be considered by Council.</p> <p>The issue of parking at the corner of Greystoke Road at Greystoke Manor was raised with the parked vehicles causing an obstruction. It was agreed that prior to exploring the possibility of implementing any regulations, that in the first instance, the Clerk &amp; Councillor Clare Ryal will approach Greystoke Manor to discuss this matter.</p> <p>The above will be recommended to Finance &amp; General Purposes Committee.</p> <p><b>b. Arun District Council (ADC) Meeting</b> - ADC Property &amp; Estates Manager would like to arrange a meeting with FPC to discuss the council's considerations and options for Ferring Rife Car Park.</p> <p>Councillors Clare Royal, John Tero and District Councillor Roger Elkins will be attending. The meeting is on the 2<sup>nd</sup> July.</p> <p><b>c. Provision of Dropped Kerb –</b> 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.</p> <p>Councillor Roger Elkins, accompanied by a West Sussex County Council (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.</p> <p>One location near the Henty Public House was considered as a possibility and if it meets the required criteria. Unfortunately, due to visibility issues and utilities, WSCC has confirmed that a dropped kerb is not viable at this location.</p> <p>Councillor Clare Royal had identified another location near the GP Surgery that would benefit from two drop kerbs. WSCC are exploring if this is a viable possibility.</p> <p><b>d. Scarecrow Festival</b> – The organisers of the Scarecrow Festival have</p>	<p>RE</p> <p>CLERK &amp; CR</p>
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	<p>contacted the Parish Council for advice. As the Scarecrow Festival continues to grow each year—far beyond what we initially anticipated, although attendees are encouraged to walk, park considerately, or use public transport, many will still choose to travel by car. With that in mind, does the Parish Council have any suggestions or solutions to help ease congestion and improve parking for the duration of the event?</p> <p>The Committee suggested that the organisers could contact the Football Club, Country Centre (overflow car park) and the school.</p>	
11	<p><b>Community Matters</b>  <b>a.Christmas Event 6<sup>th</sup> December 2025 –</b>  The proposals for the Christmas Event 2025 will remain similar to previous years. The Clerk will keep the Committee update with the progress of the arrangements.</p> <p><b>b. To consider option to purchase the Garage –</b>  The Clerk advised that there may be an opportunity to purchase a garage near the Parish Office.  After a brief discussion, it was agreed that the Clerk will obtain further details from the vendor including a valuation, freehold and deeds information.</p> <p>This item will be included on the Finance &amp; General Purposes Committee agenda 7<sup>th</sup> July 2025.</p> <p><b>c. Parish Office Window –</b> The Clerk advised that the parish office has a large crack and the glass will need replacing. The Clerk is in the process of obtaining quotations.</p> <p>This item will be included on the Finance &amp; General Purposes Committee agenda 7<sup>th</sup> July 2025.</p>	<p>CLERK</p> <p>CLERK</p>
12	<p><b>To report Payments made by dispensation</b>  There are no payments to report</p>	
13	<p><b>Reports from external Representatives</b>  <b>a.FRSA Roads: (Jackie Ring)</b>  <b>Drainage</b> – Conway carried out work to unblock drainage at 10 sites during February – April. Landbuild carried out more extensive works involving replacing soakaway pipes and the installation at 14 sites during May – June. This ends the current phase of remedial works commissioned following the Conway report of blockages during their gully cleansing program in February 2024.</p> <p><b>Road Sweeping</b> – a routine mechanised road sweep was undertaken on 11th May covering all accessible roads deemed to require attention.</p>	

	<p><b>Road Lining</b> – Following on from an earlier survey regarding the visibility of painted road lines, repainting of about 1/4 of white lines and ½ yellow waiting restriction lines was undertaken on 6th May.</p> <p><b>Road Issues</b> – FRSA have retained a Civil Engineer as a consultant to advise and project manage an extensive program of work to deal with identified adverse road issues such as pot holes and poor surfacing, as far as financial resources will permit. An initial report and estimate have been received and subject to formal approval by the EC it is hoped to commence remedial work in the Autumn.</p> <p><b>b. Glebelands/Football Club: (Andy Wincell)</b>          Andy Wincell, Chairman of the Football Club presented the proposal for a 4G all-weather pitch. The aim is to provide an inclusive sports facility for all in Ferring including 4G pitch, a sports club, flood lighting for 4G pitch and tennis courts, indoor cricket training nets with addition of paddle tennis courts.</p> <p>The Tennis Club and Cricket Club have been approached and are supportive of the proposal; as too are other local organisations and groups. It was also noted that the local MP will support the proposal. Whilst the proposal will be costly, there are various funding opportunities that can be explored.</p> <p>The Committee agreed that in principle, that they supported the proposal and initiative.</p> <p><b>c. Tennis Club: (Charlie Bacon &amp; Mandy Harkess)</b>          The work to repair the damaged courts is now complete.</p>	
14	<p><b>All about Ferring Magazine</b>          There was nothing to mention.</p>	
15	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b>          Councillor Graham Bootle raised the concern that pathways leading to the beach are being used by horse riders and asked if this was appropriate. The Clerk will investigate further regarding ownership and regulations. An article will also be included in the next edition of the Parish Flyer.</p>	CLERK
16	<p><b>Date of Next Meeting – Monday 18<sup>th</sup> August 2025</b></p>	
	<p>The meeting closed at 8.30pm.</p>	
	<p><b>Minutes approved</b></p> <p><b>Chairman .....</b>      <b>Date .....</b></p>	