



FERRING PARISH COUNCIL

1 Elm Park, Ferring, West Sussex, BN12 5RN
tele 01903 249449 e-mail parishoffice@ferringparishcouncil.org.uk

To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **FERRING PARISH FULL COUNCIL MEETING** to be held on **Monday 15th September 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 3 on matters on this agenda only.

AGENDA

- 1 Apologies for absence**
- 2 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.
- 3 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.
- 4 Minutes of the Full Council 21st July and Extraordinary Council Meeting 28th July 2025** - To consider, approve and sign by the person presiding as a correct record.
- 5 Actions update from the meetings held 21st & 28th July 2025.**
- 6 To approve Terms of Reference for each Committee** (*committee terms of reference for Roads, Community & Sports, Planning & Licensing, Finance & General Purposes & Environment Liaison Committees (attached for Councillors)*)
- 7 To receive and consider reports from Committees**
 - a. **Environment Liaison Committee** - Councillor John Tero, no meeting held

- b. **Planning & Licensing** – Councillor Ruth Arnold, meeting held 1st & 15th September 2025 (*minutes attached 1st September*)
- c. **Neighbourhood Development Plan Committee** – No Meeting held
- d. **Roads, Community & Sports Committee** – Councillor Clare Royal, meeting held 18th August (*minutes attached*)
 - a. **Parking in the village in General** - The Committee agreed to explore the proposal further and to request a projected cost estimate for the scheme.
 - b. **Garage Purchase** –
 - a. Solicitor has been appointed & the conveyancing has commenced
 - b. Existing garage notice
- e. **Finance & General Purposes Committee** (including the authorisation of orders of payments and recommendations from the Committee). Councillor Lesley Young, meeting held 1st September 2025 (*minutes attached*)
 - a. **Accounts and Finance** – Income & Expenditure June & July 2025 (*attached for Councillors*)
 - b. **Hanging Baskets** – to consider quotation for proposed hanging baskets in Ferring Street - Councillor Andy Walker (*paper attached for Councillor*)
 - c. **Blue Boat Area** – to consider quotations to refurbish the blue boat area – Councillor John Tero (*paper attached for Councillors*)
 - d. **Grant applications** (*papers attached for Councillors*)
 - 1. Arun Counselling - £300
 - 2. Men in Sheds – The Committee agreed that a grant of £500 towards the legal fees, as outlined in the Finance & General Purposes Committee minutes 1st September

- 8 Council to note payments made under dispensation for expenditure for Committee minuted instruction.**
 (*Environment Liaison Committee 2025*)
 Warren Pond removal of Willow Tree – to ratify the expenditure at £480 at the next Environment Liaison meeting.
 (*Roads, Community & Sports Committee*)
 Purchase graffiti wipes 3 x 70 wipe tub at £232.80

- 9 Devolution Working Group** – Update.

- 10 Annual Accounts & External Audit 2024 - 2025** - The Clerk will advise Council that the External Audit 2024 - 2025 has been signed off and returned with no errors or recommendations. The notice of Conclusion is available on the parish council website.

- 11 Ferring Village Hall Liaison** (*Councillor Ruth Arnold*)

- 12 To receive reports from –**
- a. **District Councillor(s)** representing Ferring (Arun District Council)
 - b. **County Councillor** representing Ferring (WSCC)

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

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

15 2025-26 National Salary Award - Council to note that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2025 -26 to be implemented from 1 April 2025. The new pay scales will be backdated from 1st April 2025.

Date of next meeting Monday 20th October 2025

**Mrs Nadine Phibbs
Clerk to the Council & Responsible Financial Officer
8th September 2025**