

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 20th October 2025** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillors, Clare Royal (Chairman), Ruth Arnold (Vice Chairman), Lesley Young, Roger Elkins, Marlon Foakes, Simon Bromley, Andy Walker, Stuart Davies & Graham Bootle.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillors Roger Elkins & Mark Turner

Residents: There were four residents in attendance

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

01-10-2025 Apologies for absence

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

02-10-2025 Declarations of interest

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

03-10-2025 Public Questions

A resident raised concern regarding the poor condition of the road surface over the railway line, noting that it is extremely uneven and appears to have sunk. The Clerk will investigate the matter with Network Rail.

04-10-2025 Minutes of the Full Council Meeting 15th September 2025.

The Minutes of the Full Council Meeting on 15th September 2025 were approved by Council. The minutes were signed by the Chairman presiding as a correct record.

05-10-2025 Actions update from the last meeting

There was nothing to mention.

06-10-2025 To receive and consider reports from Committees including the authorisation of orders for payment:

a. **Environment Liaison Committee** - Councillor John Tero, meeting held 29th September. In the absence of Councillor John Tero, the following was advised.

a. **Boardwalk proposal** – Council noted the project documentation and agreed that the Environment Liaison Committee to explore this project in more detail.

The Clerk suggested that for any meetings arranged with associated authorities or businesses, either a Councillor or the Clerk should accompany Councillor Stuart Davies.

b. **Blue Boat Project** – Council noted that the Clerk has given the contractor authorisation to proceed as outlined in the quotation

b. **Planning & Licensing** – Councillor Ruth Arnold, meetings held 6th & 20th October 2025.

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

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Council noted the email received from ADC and acknowledged that there remains a degree of uncertainty regarding the Local Plan. It was further advised that ADC has scheduled a Local Plan briefing for the end of October.

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

a. **Garage Purchase** – The Clerk confirmed that the exchange and completion of the garage has taken place and that the keys have been handed over to the Parish Council.

b. **Parking in the village in General** - At the Roads, Community & Sports Committee meeting 18th August 2025, minute item 7a, the committee agreed that Councillor Roger Elkins would explore two options with WSCC with a view to obtaining a simple design for the two proposals and to request a projected cost estimate for the schemes.

Councillor Roger Elkins advised that WSCC cannot supply associated designs and estimated costings, they have however provided guidance and suggest that the Parish Council submits a Community Highways Scheme application.

Councillor Roger Elkins will forward the relevant documents to Councillor Clare Royal, Chairman of the Roads, Community & Sports Committee.

e.Finance & General Purposes Committee (including the authorisation of orders of payments and recommendations from the Committee). Councillor Lesley Young meeting on 6th October.

a. **Accounts and Finance** – Income & Expenditure August 2025 - Approved

b. **Grant application Ferring Amateur Dramatic Society (FADS)** - £1000 Approved

c. **AED Purchase** – Council noted that the Parish Council has led a successful project to install two Automated External Defibrillators (AEDs): one at the Village Hall and another at the Bluebird Café. Under the current agreement, the cost of each AED unit has been shared, with the Parish Council covering installation costs and assuming responsibility for ongoing maintenance.

It was further noted that there is currently no AED facility in Upper Ferring. Due to frequent and prolonged closures of the railway crossing gates, it would be challenging for a resident in Upper Ferring to access the nearest AED at the Village Hall in a timely manner during an emergency. As a result, it was suggested that an AED be installed at the Henty Arms Public House, which would provide a more accessible location for residents in the Upper Ferring area.

Following a meeting with the Henty Arms, they have confirmed that they are happy for an AED to be sited at the pub. They have also agreed to provide the necessary electricity supply for the unit. In addition, the Henry Arms have kindly offered to make a financial contribution towards the project.

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

07-10-2025 Council noted payments made under dispensation for expenditure for Committee minuted instruction.

(Environment Liaison Committee)

Tree cutting for the Christmas lights at £120.00 & Installation of plaques at £85.00

(Finance & General Purposes Committee)

a. Allotment replacement taps at £80

08-10-2025 Precept 2026 – 2027 – Council noted that the Clerk has commenced preparations for the 2026 – 2027 Precept, meetings with the Chairmen of the relevant budgeted committees will be scheduled.

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09-10-2025 Committee Meeting Day – Council noted the move Planning & Licensing (*prior to Finance & General Purposes Committee meeting only*) & Finance & General Purposes Committee Meetings from a Monday to Wednesday evening commencing January 2026.

10-10-2025 Devolution Working Group –

Council noted submission of the Completed Business Case 26th September 2025.

11-10-2025 Draft Ferring Conservation Area Character Appraisal Consultation –

Council noted that the Village Green and surrounding cottages have been included in the Draft Ferring Conservation Area Character Appraisal Consultation document. The Council agreed to request that the Village Hall be formally added as a separate addition.

12-10-2025 Ferring Village Hall Liaison (*Councillor Ruth Arnold*)

The Christmas Event will be held 6th December and a hirers meeting scheduled for 9th December. Refurbishment works will be carried out in the kitchen, Griffin Room, and main corridor to enhance their appearance.

13-10-2025 Reports from District and County Councillors

Arun District Councillor Mark Turner advised the following:

- ADC have started preparation of their budget 2026 – 2027, including the reduction scheme which will be broadened to include Military incomes.
- The food and recycle waste services will change early 2026 – an article will be published in November with further details.
- As mentioned under minute item, 11-10-2025 Draft Ferring Conservation Area Character Appraisal Consultation – Councillor Mark Turner offers his support for the village hall to be included in the conservation area.
- The ADC Flood Forum will meet this week.

Arun District Councillor Roger Elkins advised the following:

- As mentioned under 10-10-2025 Devolution Working Group – submission of the Completed Business Case 26th September 2025. The decision is expected in the new year.

WSCC County Councillor Roger Elkins advised the following:

- A fairer funding review was discussed at a recent WSCC Council meeting.
- Four West Sussex based children's homes have been assessed by Ofsted as good.
- WSCC news release, County Council's new strategy tracks flood risk to the source.

14-10-2025 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

Councillor Ruth Arnold gave her apologies for the meeting 17th November 2025.

The next meeting date is 17th November 2025

The Chairman closed the meeting at 8.30pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**