

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

**FERRING PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm
on Monday 6th October 2025 in the Parish Office**

Present	Councillors	Lesley Young (Chairman)
		Graham Bootle (Vice Chairman)
		Roger Elkins
		Clare Royal.
		Simon Ash
		Ruth Arnold

1	Apologies for absence Apologies were received from Councillor John Tero. The apologies were accepted.	
2	Declarations of interest Councillor Clare Royal declared an interest in agenda item 9b Allotments. Councillor Lesley Young declared an interest in agenda item 13a Grant Request.	
3	Public Question Time There were no public questions.	
4	To confirm the Minutes of the Finance & General Purposes Committee held 1st September 2025. The Minutes of the Finance & General Purposes Committee Meeting held 1 st September 2025 were approved by the Committee as a correct record and signed by the Chairman.	
5	Actions update from the last meeting Further to one of benches on the village green being damaged by fire, ADC offered a replacement, being a picnic bench that would be colourful. The children's picnic bench has now been installed.	
6	Accounts and Finance The Income and Expenditure schedule for August 2025 was reviewed and will be recommended for Full Council approval. The above is recommended for Full Council approval.	

7	Committee to note payments made under dispensation for expenditure for Committee minuted instruction. <i>Environment Liaison Committee</i> (Installation of seven plaques £85) (Village Green Frontage Tree Cutting £120)	
8	Parish Clerk Report including Financial Matters – There was nothing to report.	
9	Environment Liaison Committee a. Blue Boat Refurbishment Project At Full Council 15th September 2025, minute item 07-09-2025 e, c Blue Boat Area – The Council considered quotations for the refurbishment of the Blue Boat Area. The preferred quotation was received in the amount of £4,994.22 + VAT. However, before final approval, the Council raised a few points requiring clarification: Grade of Oak – Confirmation is required that the oak to be used is QP1 grade. Anchoring Method – Clarification is needed on whether stainless steel anchors will be used to tie the upper and lower sleeper layers together. Waterproof Membrane – The Council asked whether a waterproof membrane will be installed between the ground and the bottom layer of sleepers. Cost for Membrane (if not included) – If a waterproof membrane is not currently included, the Council requested a quote for the additional cost of including one. Resolution: The Council approved in principle to proceed with the quotation, subject to satisfactory clarification of the above points. The clarification has been confirmed, and the preferred quotation has been updated and circulated to all Councillors, who have noted the increase of £1,100, bringing the total quotation to £6,094.00. The Clerk will give the contractor authorisation to proceed as outlined in the quotation. This matter will be reported to Full Council with no further action required. b. Allotment Water Issue The Clerk has advised Councillors that Business Stream, the Parish Council's water provider, has recently obtained a new meter reading for the allotments. Upon comparing this reading with previous consumption patterns, a significant increase in water usage has been identified. The Parish Office Personnel have confirmed that the water meter is functioning correctly, and no obvious leaks have been found in the pipework.	CLERK

	However, it was brought to the Parish Office's attention that there is a minor issue with the tap: when a hose is connected, a small leak occurs. To address this, the Clerk has arranged for a plumber to replace the tap and associated connections. The estimated cost of this work is approximately £80. The Committee noted that the recent dry summer may have led to increased water usage by allotment holders, which could partly explain the rise in consumption. This cost will come under dispensation for expenditure of up to £1000.00 for minuted instructions as resolved at the Finance & General Purposes Committee Meeting 3rd July 2023.	CLERK
10	Roads, Community & Sports Committee a. Garage Purchase – Councillor Clare Royal and the Clerk have visited the solicitor's office to provide their identification and sign the necessary paperwork. We are now awaiting confirmation of the exchange and completion dates.	
11	Defibrillator (AED) Upper Ferring – The Committee 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 Public House, which would provide a more accessible location for residents in the Upper Ferring area. The Committee agreed to recommend this proposal to Full Council and requested that the Clerk obtain a quotation for the cost of an AED. The Clerk was also asked to liaise with the Henty Public House regarding the feasibility of installation. This information should be provided to Full Council ahead of the meeting scheduled for 20th October.	CLERK
12	CIL Funds – The Clerk provided the Committee with an up-to-date Town and Parish Council Community Infrastructure Levy (CIL) report. The Committee noted that CIL monies are a separate entity in term of spending and can only be spent on Infrastructure based projects. It was further acknowledged that there are funds available which must be allocated and spent within the next 12 months.	

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13	Grant Application – To consider application a. FADS application. After a brief discussion, the Committee noted that the organisation had recently sold a considerable asset. It was agreed that further information would be sought regarding the organisation's financial status and proposed project costings, including a prioritised list of itemised expenses.	CLERK
14	All about Ferring Magazine There was nothing to mention.	
15	Urgent matters arising since the preparation of this Agenda & Items to be referred to next Agenda. Councillor Ruth Arnold gave her apologies for the next meeting on 20 th November 2025.	
	The meeting closed at 8.10pm.	
	Date of next meeting Monday 10th November 2025	
	Minutes approved Chairman Date	