

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 1st December 2025 at the Parish Office.**

Present	Councillors	Clare Royal (Chairman)
		Graham Bootle (Vice Chairman)
		Stuart Davies
		Lesley Young,
		Ruth Arnold
		Marlon Foakes
	Glebelands/Football Club	Andy Wincell
	FRSA	Jackie Ring

1	Apologies for absence Apologies were received from Mandy Harkess & Les Goodwin, Tennis Club. The apologies were accepted.	
2	Declarations of interest Councillor Ruth Arnold declared an interest in agenda item 11,b Glebelands/Football Club.	
3	Public Question Time There were no residents in attendance.	
4	To confirm the Minutes of the last Meeting held 18th August 2025 The Minutes of the Roads, Community & Sports Committee Meeting held 18 th August 2025 were approved by the Committee as a correct record and signed by the Chairman.	
5	Actions update from the last meeting There was nothing to mention.	
6	Items for information – to note the following There was nothing to mention	

7	<p>Roads Matters</p> <p>a. Parking in the village in General -</p> <p>At the Roads, Community & Sports Committee meeting 18th August 2025, minute item 7a, the committee agreed that Councillor Roger Elkins would explore the two below 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.</p> <p>It has been 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">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 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.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>Councillor Roger Elkins has 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 (CHS).</p> <p><u>From County Councillor Roger Elkins</u></p> <p>This is the update advice from WSCC Highways to move forward. A working group could be helpful though the first stage to consult with residents and businesses and Stagecoach.</p> <p><u>From Highways:</u></p> <p>At this early stage, the advice would be for the Parish to engage with and gather as much support for the scheme as possible. In addition to your support, they may wish to discuss their aspirations with the following stakeholders:</p> <ul style="list-style-type: none">• Local residents and businesses (via a survey)• Stagecoach or other bus operators, particularly if the scheme involves relocating a bus stop• Emergency services• Southern Rail (GTR), given the proximity to railway lines <p>All CHS applications go through a formal assessment process, which includes</p>	
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	<p>a moderation panel. Part of this process involves evaluating the cost of each scheme to ensure value for money. Until a scheme reaches the design stage, it's not feasible to provide an accurate cost.</p> <p>If the application is successful at the moderation panel, one of our Improvements Team members will be assigned to design the project and produce detailed drawings. In the meantime, the Parish may wish to submit their own sketch or diagram outlining their aspirations. This can be included with the formal application.</p> <p>After a brief discussion, the committee agreed to establish a working group comprising Councillors Clare Royal, Stuart Davies, and Marlon Foakes. Councillor Clare Royal will initially liaise with the Clerk to explore options for conducting a consultation and to arrange the first meeting of the working group.</p> <p>b. Arun District Council (ADC) Meeting – Councillors Clare Royal, John Tero & District Councillor Roger Elkins met with ADC to discuss the options to improve drainage and develop part of the Rife Car Park near the Bluebird Café. ADC will revert back to FPC with a full proposal. There are further updates available.</p> <p>c. Provision of Dropped Kerb – Councillor Clare Royal had identified another location near the GP Surgery that would benefit from two drop kerbs. WSCC are exploring if the identified location would be a viable possibility. There are further updates available.</p> <p>d. Traffic Calming Ferringham Lane – Concerns have been raised in relation to this junction A resident is concerned about the danger to pedestrians and drivers when crossing the Ferringham Way/Lane crossroads with Upper West Drive.</p> <p>One suggestion is to add a mirror, so that pedestrians can at least see round the corner and up Upper West Drive to see vehicles coming down the road before attempting to cross the road.</p> <p>The committee agreed that the Clerk will explore the possibility of erecting a mirror on the existing road name sign on the west side of Upper West Drive.</p> <p>e. Traffic Issue Sea Lane/Rife Way Junction – Two concerns have been raised in relation to this junction</p> <p><u>Concern No.1</u> Several residents have raised concerns about the safety of residents trying to cross the road at the junction of Ferring Street and Sea Lane, when crossing from the shop side to the war memorial. Cars are coming round the corner, driving too fast and pedestrians cannot see clearly because of parked cars outside the shops.</p> <p><u>Concern No.2</u></p>	<p>WG</p> <p>CLERK</p>
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	<p>The road junctions at the ends of Goring Way and Rife Way meeting with Ferring Street are both 'Give Way' only. This leads to drivers using these junctions as just a quick slow down before carrying on.</p> <p>Under these circumstances it does not give adequate time to make an important decision as to whether Ferring Street is clear and also little time to see pedestrians trying to cross the dangerous junctions. There has been at least one accident and regular near misses.</p> <p>As these roads are WSCC highway, in the interests of road safety, each junction be changed to a STOP with the associated change of sign and road markings.</p> <p>The committee discussed both concerns in detail and proposed that, at the junction of Sea Lane, Rife Way and Ferring Street, a three-way stop junction be introduced, with stop signs/junction (rather give way signs) at Rife Way and Sea Lane junctions and a new stop sign/junction installed on Ferring Street</p> <p>The committee noted that this proposal will require a Community Highways Scheme application. It was agreed that the working group will also consider this proposal.</p>	WG
8	<p>Community Matters a. Christmas Event – The arrangements for the 2025 Christmas Event are now in place, and the event will take place this Saturday. Councillors Lesley Young and Graham Bootle have confirmed their attendance and will be assisting at the event.</p>	
9	<p>To report Payments made by dispensation There are no payments to report</p>	
10	<p>Roads, Community & Sports Committee Precept 2026 – 2027 The Clerk, in conjunction with the Committee Chairman, presented a proposed committee precept. The proposal was agreed, subject to one amendment: as the committee is considering two Community Highway Scheme applications, the exploratory budget for the Parking Project will be increased to £2,000.</p>	
11	<p>Reports from external Representatives a. FRSA Roads: (Jackie Ring) By the end of this year, we should see the completion of the second phase of minor road repairs that were started in the Autumn. Our contractor has been busy re-surfacing worn patches of road and making good road edges where the tarmac was broken away, especially at road junctions.</p>	

	<p>We completed a road sweep in November, on any roads that were deemed to require them.</p> <p>We are also arranging for an annual cleansing of our gullies, some 377 in all. At the same time, we will note any that do not appear to be draining properly and undertake investigation to deal with any blockages or other defects.</p> <p>b. Glebelands/Football Club: <i>(Andy Wincell)</i> With regards to the proposal and initiative for a 4G all-weather pitch, Ferring Carpet Bowls have expressed their interest and support for the project. The application for the 4G all-weather pitch initiative will be submitted to ADC in January/February 2026 for consideration.</p> <p>c. Tennis Club: <i>(Les Goodwin & Mandy Harkess provided a report)</i> Membership figures remain down slightly this year compared to last year. We still have 30, compared to 35 during 2024/25. Consequently, money to be paid to FPC for the 12 months to 31/03/2026 will be less than for 2024/25 in terms of membership fees and revenue generated from playing fees. No other issues to report. We would like to thank FPC for their continued support of the club and tennis courts.</p>	
12	<p>All about Ferring Magazine There was nothing to mention.</p>	
13	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda With reference to the Remembrance Service, Councillor Ruth Arnold reported that she had received comments indicating that the PA system was not loud enough for the large crowd. The Clerk advised that the volume can be increased, and the committee also suggested that additional speakers could be purchased.</p> <p>To review the usage of the Vehicle Activated Sign (SID).</p> <p>County Councillor Roger Elkins has called the Clerk to discuss a the matter that there is no pedestrian pathway between the Peugeot Gauge and Highdown Garden Centre. It was confirmed that this is WSCC land and if the Parish Council wished to consider installing a path, it would require a Community Highways Scheme application (CHS).</p> <p>In the first instance, it was agreed that Councillor Clare Royal and the Clerk will visit the location, with particular attention to the side gate from the garden centre.</p>	CLERK & CR
14	<p>Date of Next Meeting – Monday 23rd February 2026</p>	

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	The meeting closed at 7.55pm.	
	Minutes approved Chairman Date	