

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 16th March 2026** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillors, Clare Royal (Chairman), Simon Bromley, Simon Ash, Stuart Davies, Roger Elkins, John Tero (left 7.55pm) & Graham Bootle.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillors: Councillor Roger Elkins

Residents: There was one resident in attendance

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

01-03-2026 Apologies for absence

Apologies were received from Councillors Ruth Arnold & Andy Walker & District Councillor Mark Turner. The apologies were accepted.

Ferring Parish Council would like to take this opportunity to express their sincere gratitude to Lesley Young who has recently stepped down from the role as a Councillor.

Lesley served as a Councillor for five years as an active member of the Council, Lesley led the Finance & General Purposes Committee as well as being involved with a number of council decisions and activities.

In addition, Ferring Parish Council would like to thank Marlon Foakes who has also stepped down from the role as a Councillor.

Marlon served as a Councillor since October 2024 and was involved with a number of the Parish Council Committees and projects.

02-03-2026 Declarations of interest

There were no declarations of interest.

03-03-2026 Public Questions

A resident referred the previous meeting, minute item 13-01-2026, that it had been confirmed that the May 2026 are postponed due to resources being used to support the move to a Unitary Council. The Government have now confirmed that the elections will go ahead on 7th May 2026. Councillor Roger Elkins referred to correspondence from the ADC, which had been circulated to all district dwellings and for which printing and delivery had already begun.

He noted that the Government had originally postponed the local elections on 22nd January 2026. However, following a legal challenge brought by Reform UK, which was due to be heard in the High Court on 18th February 2026, the Government received legal advice that its decision could be ruled unlawful.

As a result, on 16th February 2026, the Government reversed its earlier position and decided that the elections would proceed as scheduled.

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04-03-2026 Minutes of the Full Council Meeting 26th January 2026.

The Minutes of the Full Council Meeting on 26th January 2026 were approved by Council. The minutes were signed by the Chairman for this meeting presiding as a correct record.

05-03-2026 Actions update from the last meeting

There was nothing to mention.

06-03-2026 Committee Structure

All Councillors are in receipt of the Committee Structure and Councillor contact details.

07-03-2026 To receive and consider reports from Committees including the authorisation of orders for payment:

a. **Environment Liaison Committee** - Councillor John Tero, no meeting held

The next meeting is 23rd March 2026. Councillor Simon Ash gave his apologies for the meeting.

b. **Planning & Licensing** – Councillor Ruth Arnold, meetings held 4th & 16th March

A Planning & Licensing Committee Meeting was held earlier this evening with no objections.

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

There was nothing to mention.

d. **Roads, Community & Sports Committee** - Councillor Clare Royal, meeting held 23rd February 2026

a. **Parking in Village Centre** – Council resolved that the Committee Working Group will prepare a survey to engage with interested parties with a view to submitted a Community Highways Scheme (CHS) application to WSCC. Councillor Simon Bromley offered to prepare the illustrations.

b. **Sea Lane/Rife Way Junction** – Council noted correspondence received from WSCC advising that when considering any proposal, it applies a nationally recognised assessment method, which weights factors such as the presence of children, people with disabilities, and the history of pedestrian related collisions. This data is used to calculate a priority score (referred to as a PV2 score) for each location. Based on this assessment, the area in question has been identified as having a relatively low incidence of collisions, and therefore, any amendments to signage and road markings are considered a low priority at this time.

Council resolved that a Committee Working Group will prepare a survey aimed at engaging with interested parties and gathering their views. Councillor Simon Bromley offered to prepare the accompanying illustrations.

c. **Parish Flyer** – Council resolved the additional double-sided page with the surveys relevant to items a & b as above to be included in the next edition of the parish flyer at a cost for printing at £253.00.

d. **Vehicle Activated Sign (SID)** – Councillors Graham Bootle and Simon Bromley will explore the option to reinstate.

e. **Village Hall Event** – Council resolved to attend ‘Expo’ morning 30th May 2026 from 10 00am – 12.30pm. Councillors will check their diaries and confirm their attendance to the Clerk.

f. **Annual Parish Meeting (APM)** – Council resolved the APM 2026 format

g. **Level Crossing Matters** – In reference to a resident’s concern that the gates at the Ferring level crossing remain closed for extended periods, sometimes for 15–20 minutes, Council noted the issue.

Council further noted that in summer 2024, East Preston Parish Council (EPPC) held a meeting with Network Rail, Stagecoach Group, County and District Councillors, and local residents to discuss ongoing concerns regarding the level crossing in East Preston.

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As a result of that meeting, a number of resolutions were agreed in relation to potential improvements.

Council agreed that, in the first instance, the Clerk will contact Network Rail to establish whether any of the agreed improvements have been implemented. The Clerk will report back to the Roads, Community & Sport Committee.

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

e. Finance & General Purposes Committee (including the authorisation of orders of payments and recommendations from the Committee). Meeting cancelled due to insufficient quorum.

- a. **Accounts and Finance** – Income & Expenditure December 2025 & January 2026 – Approved
- b. **FPC Bank Accounts & Signatories** – Council approved the proposal from the Clerk to close the Unity Trust Bank account and that Councillors Graham Bootle & Stuart Davies to become FPC bank signatories.
- c. **CIL payments** – The Clerk provided Council will and explanation and update reference to CIL funds and payments.

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

08-03-2026 Parish Clerk Report including Financial Matters – The Clerk will report matters

- a. **Electricity Meter** – The Parish Office RTS meter has been changed to a smart meter.
- b. **Defibrillator (AED) & Plaque** – Council noted that the defibrillator at the Henty Arms, positioned on the front wall to the south of the Public Bar, has now been installed and is operational. Council further noted that the Henty Arms organised fundraising for the defibrillator, supported by the generosity of its customers and with valued contributions from Cissbury Lodge. The Parish Council covered the cost of the defibrillator installation and has arranged for a commemorative plaque to be installed adjacent to it.
- c. **Defibrillator (AED) Village Hall** – The Clerk advised that the defibrillator pads and battery are due to expire in June and efforts have been made to source replacements. However, due to the age of the defibrillator, the model has been discontinued along with its associated equipment.
The Clerk has identified a potential supplier for replacement pads and a battery and is awaiting confirmation regarding availability and delivery. Should these items prove unavailable, it may be necessary to consider the purchase of a new defibrillator.
The Clerk will keep Council informed of any updates.
- d. **WSCC Love Clean Street App** – Whilst this is a useful app, the Parish Office wish to raise concerns that reports are being incorrectly redirected to district authorities and progress updates are no longer visible within the reporting system and issues remain unresolved for extended periods, resulting in repeated complaints from residents.
County Councillor Roger Elkins requested that the list of reports be forwarded to him, and confirmed that he will raise these matters with WSCC.

09-03-2026 Council noted payments made under dispensation for expenditure for Committee minuted instruction.

(Roads, Community & Sports Committee 23rd February)

Traffic Calming Ferringham Lane Mirror installation up to £450.

Defibrillator (AED) plaque with installation – £100 excluding vat

10-03-2028 Devolution Working Group –

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The Leaders of Brighton & Hove City Council, East Sussex County Council, and West Sussex County Council have met to discuss next steps ahead of the formal establishment of the Sussex and Brighton Combined County Authority.

Parliament is expected to make a decision on how to proceed, with the new authority due to be legally established in Spring 2026.

11-03-2026 Ferring Village Hall Liaison (Councillor Ruth Arnold)

There was nothing to mention.

12-03-2026 Reports from District and County Councillors

Arun District Councillor Roger Elkins advised the following:

- ADC Officers have responded to the NPPF Consultation.
- Simpler Recycling Update - New bins and the food waste collection service are being delivered to all dwellings across the district. Further details about these changes and the new waste collection arrangements can be found at: www.arun.gov.uk/simpler-recycling.

WSSC County Councillor Roger Elkins advised the following:

- In relation to Devolution, an update has been provided under minute item 10-03-2026.
- Council Tax 2026–2027 Correspondence regarding the upcoming year’s Council Tax have been issued.

12-03-2026 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

Councillor Clare Royal gave her apologies for the next meeting 20th April 2026.

Councillor Stuart Davies advised Council that he has received inquiries regarding a replacement bus shelter behind the library. The Clerk will include this matter as an agenda item for the next Environment Liaison Committee meeting.

Council noted the following.

13-03-2026 Exclusion of the Public and The Press

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, Resolved that Members of the Public and accredited representatives of the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

14-03-2026 Personnel Sub-Committee – Office Employment Contracts

The Clerk & Administrative Assistant’s holiday entitlement for 2025 - 2026 was reviewed. Council **RESOLVED** to allow days to be carried over.

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

The next meeting date is 20th April 2026.

The Chairman closed the meeting at 8.50pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**