



FERRING PARISH COUNCIL

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To Councillors and Parishioners,

Notice is hereby given and Councillors are summoned to attend the **ANNUAL STATUTORY MEETING OF FERRING PARISH COUNCIL** to be held on **Monday 18th May 2026** 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 8 on matters on this agenda only.

AGENDA

- 1 To elect a Chairman of the Council**
- 2 To receive the Chairman's declaration of acceptance of office**
- 3 To elect a Vice Chairman of the Council**
- 4 To receive the Vice Chairman's declaration of acceptance of office**
- 5 To receive the Councillors revised declaration of acceptance of office –**
To meet impending regulations, Councillors are required to read aloud and sign their declaration.
- 6 Apologies for absence**
- 7 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.
- 8 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.

- 9 To appoint membership of the following committees** (*existing membership enclosed*) -

- a) Planning Committee (decision powers)
- b) Roads, Community & Sports Committee (advisory powers only with delegated spending powers)
- c) Environment Liaison Committee (advisory powers only with delegated spending powers)
- d) Neighbourhood Development Plan Committee (advisory powers only)
- e) Finance & General Purposes Committee (advisory powers only with delegated spending powers)
- f) Devolution Working Group (advisory powers only with no delegated spending powers)

10 Committee Meeting Day – Council to agree that all Committee meetings resume on Monday evenings, in accordance with the meeting schedule set out for 2026 and 2027. (*meeting schedules enclosed*)

11 To review the terms of reference for each committee

Committee terms of reference can be reviewed at the next respective committee meetings.

12 To appoint representative to outside bodies

Arun District Association of Local Councils (ADALC)
Police Liaison

13 Minutes of the Full Council Meeting 20th April 2026 - to consider, approve and sign by the person presiding as a correct record.

14 Actions update from the meeting held 20th April 2026.

15 To receive and consider reports from Committees

- a. **Environment Liaison Committee** - Councillor John Tero, no meeting held
 - a. Hanging Baskets – Update (*Councillor Andy Walker*)
 - b. Asda Community Allotment meeting – Feedback from meeting 6th May (*Councillor John Tero*)
- b. **Planning & Licensing** – Councillor Ruth Arnold, meetings held 6th & 18th May (*minutes 6th May attached for Councillors*)
- c. **Neighbourhood Development Plan Committee** – no meeting held
- d. **Roads, Community & Sports Committee** – Councillor Clare Royal, no meeting held
 - a. Parish Flyer & additional page with consultation & survey have gone to print.
- e. **Finance & General Purposes Committee** (including the authorisation of orders of payments and recommendations from the Committee). Councillor Graham Bootle, meeting held 6th May (*minutes attached for Councillors*)
 - a. **Accounts and Finance** - Income and Expenditure March 2026 (*attached for Councillors*)
 - b. **AED purchase for Village Hall** – Council to approve the purchase of an Defibrillator for the village hall (*paper attached for Councillors*)

16 Council to note payments made under dispensation for expenditure for Committee minuted instruction.

17 FPC Standing Orders - To reapprove Standing Orders 2025 (*circulated to Councillors 9th & 15th May*)

18 FPC Financial Regulations - To reapprove Financial Regulations 2026 (*circulated to Councillors 9th & 15th May*)

19 IT Information Security Policy GDPR – To reapprove Policies (*circulated to Councillors 9th & 15th May*)

20 End of year Accounts – To approve the accounts for the year ending 31st March 2026 including and a copy of the AGAR (*Financial Report attached for Councillors*)

Annual Return -

a) To agree Section 1 – *Annual governance statement 2025/26* – of the Annual Return for the year-ending 31st March 2026 can be signed by the Chairman and the Clerk/Responsible Financial Officer

b) To agree Section 2 – *Accounting statements 2025/26* – of the Annual Return for the year-ending 31st March 2026 can be signed by the Chairman and the Clerk/Responsible Financial Officer

21 Devolution Working Group – To note the update following the meeting with Beccy Cooper MP (*meeting notes attached for Councillors*)

22 Ferring Village Hall Liaison (*Councillor Ruth Arnold*)

23 To receive reports from –

- a. **District Councillor(s)** representing Ferring (Arun District Council)
- b. **County Councillor** representing Ferring (WSCC)

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

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

26 Ferring Rife Car Park & Public Conveniences – Feedback from the meeting held on 30th April 2026 for the Council to consider and determine any action. (*notes from the meeting circulated to Councillors 9th & 15th May*)

27 Date of next meeting Monday 20th July 2026

**Mrs Nadine Phibbs
Clerk & Responsible Financial Officer
11th May 2026**