

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 8<sup>th</sup> June 2026 at the Parish Office.**

Present	Councillors	Clare Royal (Chairman)
		Graham Bootle (Vice Chairman)
		Ruth Arnold
	Glebelands/Football Club	Andy Wincell
	FRSA	Jackie Ring

1	<b>Elect a Chairman</b> Councillor Clare Royal was elected as the Committee Chairman	
2	<b>Elect a Vice Chairman</b> Councillor Graham Bootle was elected as the Committee Vice Chairman	
3	<b>Apologies for absence</b> Apologies were received from Councillor John Tero & Mandy Harkess & Les Goodwin, Tennis Club. The apologies were accepted.	
4	<b>Declarations of interest</b> There were no declarations of interest.	
5	<b>Public Question Time</b> There were no residents in attendance.	
6	<b>To confirm the Minutes of the last Meeting held 23<sup>rd</sup> February 2026</b> The Minutes of the Roads, Community & Sports Committee Meeting held 23 <sup>rd</sup> February 2026 were approved by the Committee as a correct record and signed by the Chairman.	
7	<b>Actions update from the last meeting</b> There was nothing to mention.	
8	<b>Review and agree Committee Terms of Reference</b> The Committee agreed the Terms of Reference.	

<p>9</p>	<p><b>Items for information</b></p> <p>a. <b>Traffic Calming Ferringham Lane</b> – The mirror has now been installed at the junction of Ferringham Way/Lane and Upper West Drive. The installation is intended to improve visibility for pedestrians crossing the road and enhance safety.</p> <p>b. <b>Street Lighting</b> – Following a request from a resident, concerns regarding street lighting in Sea Lane have been raised with the West Sussex County Council Councillor for investigation and consideration.</p>	
<p>10</p>	<p><b>Roads Matters</b></p> <p>a. <b>Parking Village Centre</b> The Village Centre Parking Consultation remains open until 30th June. To date, approximately 400 responses have been received.</p> <p>b. <b>Sea Lane/Rife Way Junction</b> The Sea Lane/Rife Way Junction Questionnaire remains open until 30th June. To date, approximately 400 responses have been received.</p> <p>c. <b>Committee Working Group</b> – With reference to items (a) and (b) above, the Committee Working Group will meet to examine the analysis results in detail, identify key themes and opportunities, and develop recommendations to support the next stages of the project.</p> <p>d. <b>Provision of Dropped Kerb</b> 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>e. <b>Level Crossing Matters</b> – Members will recall that at Full Council on 18th March 2026, minute item 06-03-2026 (d, f), this matter was discussed.</p> <p>Council 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. Following that meeting, a number of resolutions were agreed in relation to potential improvements, which Network Rail have confirmed have since been addressed.</p> <p>The Clerk has subsequently raised with Network Rail the issue of extended gate closure times, and Network Rail are currently obtaining relevant operational data. In the meantime, it was suggested undertaking a local survey at different times of day to record:</p> <ul style="list-style-type: none"> <li>• when the gates are closed,</li> <li>• the duration of closures, and</li> <li>• the number of trains passing during those periods.</li> </ul>	<p>WG</p>

	<p><b>f. Rife Way SID Machine</b>  The Committee noted the benefits of the Vehicle Activated Sign (SID) on village roads.</p> <p>Councillors Graham Bootle and Simon Bromley will meet with Councillor Andy Walker to receive guidance on the use of the device. It was noted that there is already strong interest in its deployment, with requests received for Rife Way, Ocean Drive, Upper West Drive and Sea Lane near the school. The device will help support local traffic monitoring and address residents' concerns in these areas.</p> <p>At Full Council 16<sup>th</sup> March 2026, the Clerk briefly raised a matter regarding misuse of a bus only lane and that she was liaising with the police to assist.</p> <p>Whilst not formally minuted, it was reported that the dedicated bus lane on the A259 north of Langbury Lane, intended for buses turning right into Langbury Lane, continues to be regularly misused by other vehicles. It was noted that the Police have attended on a couple of occasions and have stopped several vehicles in relation to this matter.</p> <p>The Clerk advised that, whilst WSCC have confirmed that appropriate signage is in place, the white lining and “bus only” carriageway markings have recently been refreshed. It is hoped that these improvements will help to deter further misuse of the bus lane.</p>	<p>GB/SB</p>
<p>11</p>	<p><b>Community Matters</b></p> <p><b>a. Christmas Event 6<sup>th</sup> December 2026 –</b>  The proposals for the Christmas Event 2026 will remain similar to previous years. The Clerk will keep the Committee updated with the progress of the arrangements.</p> <p><b>b. Expo Event</b>  FPC accepted the invitation to attend the ‘Expo’ morning on Saturday 30th May 2026, recognising it as a valuable opportunity to showcase Parish Council activities and gather feedback on the Consultation/Questionnaire. The event was well attended and proved to be a successful opportunity to engage with residents, raise awareness of current projects, and receive constructive feedback from the local community.</p> <p><b>c. Defibrillator (AED) at the Village Hall</b>  The replacement AED at the Village Hall has now been installed following the recent use of the previous unit by a member of the public.  Members were reminded that, at the Annual Statutory Meeting held on 18th May 2026 (Minute 15-05-2026, e, b, concerns were raised regarding the age of the existing AED, which had been installed in 2016, and the difficulty in sourcing replacement electrode pads, as these had been discontinued by the manufacturer.</p>	

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	<p>Further research undertaken by both the Clerk and Councillor Clare Royal has confirmed that AED units generally have an expected lifespan of approximately 10 years. The Committee noted that the installation of the replacement unit will ensure the continued provision of this important lifesaving equipment for the community.</p> <p>Members will recall the recent grant request from Ferring Church of England School for the purchase of “Do Not Park Here” pavement signs. Councillors Clare Royal and Ruth Arnold were invited to attend the school during morning drop-off times to observe the signage in use, as well as the school’s management of staggered arrival times and pupil entry procedures, in order to help alleviate parking issues in the vicinity.</p>	
12	<p><b>To report Payments made by dispensation</b> There are no payments to report.</p>	
13	<p><b>Reports from external Representatives</b>  <b>a. FRSA Roads: (<i>Jackie Ring</i>)</b>  The annual gully cleansing programme took place in March over a period of 7 days. 380 gullies were dealt with and potential problems were identified at 28 sites which are now in the process of investigation. It is expected that all gullies will be re-instated to full working condition before the start of next year’s gully cleanse.</p> <p>The 2026 road repair and maintenance programme is now underway with contractor quotations approved for work at 22 sites, which will be carried out during the later part of the summer.</p> <p>A road lining inspection has identified a number of areas where white and yellow lines are worn and arrangements are being made for these to be refreshed.</p> <p>The FRSA now has a complete database detailing with pictures of all roads and gullies within their remit, together with any associated issues and actions taken. We also use the database to record all issues raised by members, together with the FRSA response and actions taken where these are deemed necessary.</p> <p>Two items were raised at the recent FRSA AGM Meeting:</p> <ol style="list-style-type: none"> <li>1. Beehive Lane / Sea Lane – A request to install a mirror at this junction to improve visibility northwards for vehicles exiting Beehive Lane. The Clerk will liaise with West Sussex County Council (WSSCC), as the landowner, regarding the installation of a mirror on the east side of Sea Lane opposite Beehive Lane to improve visibility of vehicles approaching from the south.</li> <li>2. Ferringham Lane – A request for double yellow lines to be installed</li> </ol>	

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	<p>outside Gem garage due to the number of vehicles regularly parked in the area.</p> <p>It was noted that vehicles do occasionally park outside Gem Garage. It was further noted that the installation of double yellow lines would require a Traffic Regulation Order. This matter will continue to be monitored.</p> <p><b>b. Glebelands/Football Club:</b> <i>(Andy Wincell)</i> The Football Club will mark its 75th anniversary in August with a celebratory event to commemorate this significant milestone.</p> <p>It was reported that the existing lease for the Glebelands is due to expire at the end of June 2026. Discussions are currently ongoing with ADC regarding the terms of a new lease. While negotiations are continuing, it is anticipated that a new lease of up to 25 years may be offered, providing longer-term security and stability for the site and its future development.</p> <p>Members were also advised of proposals to make greater use of the clubhouse facilities in order to maximise community benefit and support a wider range of activities. Any such proposals would be subject to the necessary planning permissions and approvals from ADC.</p> <p><b>c. Tennis Club:</b> <i>(Les Goodwin &amp; Mandy Harkess)</i> There were no concerns raised.</p>	
14	<p><b>All about Ferring Magazine</b> There was nothing to mention.</p>	
15	<p><b>Urgent matters arising, since the preparation of this Agenda &amp; Items to be referred to next Agenda</b> There was nothing to mention.</p>	
16	<p><b>Date of Next Meeting – Monday 10<sup>th</sup> August 2026</b></p>	
	<p>The meeting closed at 8.15pm.</p>	
	<p><b>Minutes approved</b></p> <p><b>Chairman</b> ..... <b>Date</b> .....</p>	