

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 20th July 2026** the Village Hall. The meeting commenced at 7.30pm.

Present:

Parish Councillors: Councillors, Clare Royal (Chairman), Ruth Arnold (Vice Chairman) Simon Bromley, Simon Ash, Stuart Davies, Roger Elkins, Graham Bootle, Jack Boyle & Denise Loydell.

West Sussex County Councillor: Councillor Roger Elkins

Arun District Councillor: Councillors Roger Elkins

Residents: There were three residents in attendance

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

01-07-2026 Apologies for absence

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

02-07-2026 Declarations of interest

Councillor Clare Royal declared an interest in agenda item 7,a,b Allotment Matters.

03-07-2026 Public Questions

A resident welcomed the excellent new public conveniences facilities on the village and asked when the public conveniences near the Bluebird Café would be refurbished.

The Clerk advised that Arun District Council is planning a partial refurbishment of the public conveniences and has requested a financial contribution from Ferring Parish Council. Funds have been allocated within the Parish Council's precept towards this project, however, there is no confirmed date for the refurbishment.

A resident enquired about the maintenance of public footpaths within the village and advised that four footpaths were not being maintained.

Councillor Roger Elkins explained that public footpaths are the responsibility of West Sussex County Council (WSCC) and that any maintenance issues can be reported to the County Council.

The Clerk added that WSCC has a Public Rights of Way (PROW) team which carries out maintenance on a scheduled basis between June and September. The Parish Office holds a map of the village's public footpaths, and the resident was invited to visit the office to identify the specific footpaths requiring attention so that the matter can be reported to WSCC.

04-07-2026 Minutes of the Annual Statutory Council Meeting 18th May 2026.

The Minutes of the Annual Statutory Council Meeting 18th May 2026 were approved by Council. The minutes were signed by the Chairman for this meeting presiding as a correct record. Councillor Roger Elkins referred to Minute Item 05-05-2026 – Declaration of Acceptance of Office and confirmed that he wishes to receive Full Council agendas and associated papers by post.

05-07-2026 Actions update from the last meeting

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There was nothing to mention.

06-07-2026 Vacant Council Positions

The Chairman advised the Council that following the elections 2023, there are currently three vacancies for Councillors, and we have received two applications. The Chairman welcomed Jack Boyle & Denise Loydell (the applicants) to the meeting and asked them to make a short presentation about themselves, their interests in the Parish Council and their reasons for wishing to become a Councillor. Following the presentations, Councillors were given the opportunity to ask any questions to the applicants.

The result of the ballots **RESOLVED** to co-opt Jack Boyle & Denise Loydell to serve as a Councillor until the next ordinary election.

Jack Boyle & Denise Loydell were welcomed and asked to join the meeting and to read out their Declaration of Acceptance of Office and sign the Declaration Form. The Clerk issued the newly co-opted Councillors with further documentation to complete including Code of Conduct and Register of Interests.

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

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

In the absence of Councillor John Tero, the Clerk raised the following items:

a. Ferring Country Centre Proposal

Ferring Country Centre has been maintaining two shrub beds at the west end of the village green for many years. Ferring Country Centre has approached the Parish Council to explain that the shrubs beds have become very large and are now difficult for their members to maintain. They also feel that the task no longer provides them with much enjoyment or sense of achievement.

The Clerk has suggested an alternative arrangement. There are two boats (planters) with seasonal flowers and shrubs, one at the north end of the village green and the other by the village sign. Ferring Country Centre may be interested in taking responsibility for these instead. This would allow Country Centre members to see something they can easily manage and take pride in, as well as observe how the plants are growing. It could also form part of a simple morning task before members arrive at the Centre, checking the condition of the boats and noting any maintenance required.

Ferring Country Centre has provided a quotation of £750 per year to plant and maintain the two boats. The current cost for maintaining the two shrub beds is £550 per year.

It was noted that the two boats are currently maintained by Ferring Nurseries, who have confirmed that they would be happy to take on the maintenance of the two shrub beds.

It is also important to recognise that Ferring Nurseries have already delivered savings of a hundred pounds through the hanging basket scheme and continue to undertake a range of additional tasks for the Parish Council on request, often at short notice.

Council approved to proceed with the above proposal.

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

b. Allotment Matters – Water provision at the allotment site

Ferring Parish Council Office Personnel met with allotment holders on the 3rd June to discuss the possibility of installing a new water supply system on the allotment site.

Following consideration of two quotations for the work, at a cost of up to £2,300, the allotment holders agreed that the existing hose system is adequate and that a new water system is not required at this time.

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They did request that a medium skip be provided during January/February 2027.

Since the meeting, it has been reported that one of the hoses, installed approximately 20 years ago, has developed a leak and requires replacement. Access to the hose route is currently restricted by hedges, weeds and other obstructions making access difficult.

The three allotment holders affected have offered to clear and remove some obstructing vegetation and materials from their plots to facilitate the replacement of the hose, subject to Ferring Parish Council providing a skip for the disposal of the resulting waste.

Council approved:

Hire of a 2 yrd skip at £140, and additional £10 fuel charge = £150 excluding vat

Tree Surgeon Quotation for the hedge and weed clearance – £300

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

c. FPC Contractor

The Clerk advised that due to other work commitments, that the FPC Maintenance Contractor (Handyman) has resigned from the post.

The Clerk has written an advertisement for the role which will be included in the next Parish Flyer and All about Ferring. This will be an agenda item for the Environment Liaison Committee to agree the recruitment process.

d. Benches on the Village Green

Following the damage and removal of an existing bench, Ferring Parish Council has purchased four brand-new benches for the Village Green.

The new seating now in situ, includes:

Two picnic benches opposite the existing picnic area, one standard bench in a shaded spot to the far left of the path and one replacement bench in the original location of the previously damaged bench.

Thank you to Arun District Council for installing the new benches.

b.Planning & Licensing – Councillor Ruth Arnold, meetings held 6th & 20th July 2026

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 8th June

a. Questionnaire/Consultation now closed –

Ferring Parish Council initiated a Roads Matters Questionnaire/Consultation, which closed on 30th June 2026. Approximately 18% of households responded, providing valuable feedback on local road and traffic issues.

The Parish Council is now reviewing and analysing the responses received. A comprehensive report will be prepared to identify the key themes, concerns and suggestions raised by residents. The issues highlighted, together with potential solutions, are currently being considered as part of this process.

Ferring Parish Council is committed to keeping residents informed throughout the process. Updates on the Questionnaire/Consultation findings and any recommendations will be shared in future editions of the Parish Flyer and on the Parish Council website as the project progresses.

It should also be noted that any proposals arising from the consultation that relate to the public highway will need to be submitted to West Sussex County Council as the Highway Authority, for consideration and approval. While the Parish Council can make recommendations and advocate on behalf of residents, decisions relating to the public highway ultimately rest with West Sussex County Council.

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b. Level Crossing Matters –

Councillors will recall that at Full Council on 18th March 2026, minute item 06-03-2026 (d, f), this matter was discussed.

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.

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:

- when the gates are closed,
- the duration of closures, and
- the number of trains passing during those periods.

The Roads, Community & Sports Committee supported the proposal. Nadine, Clare, Ruth and Amanda confirmed that they were willing to assist with preparing the surveys. Councillors Simon Bromley, Simon Ash, Denise Loydell and Stuart Davies also volunteered to take part in the survey work.

Council agreed to proceed with the above proposal.

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

At the meeting with Beccy Cooper MP on 17th April 2026, the above concerns were raised, and it was agreed that Beccy Cooper MP would arrange a meeting between Network Rail and local parish representatives.

Councillor Roger Elkins advised that he attended the meeting at the Lancing Signal Box on 10th July 2026, together with representatives from other local parish councils.

The attendees were informed that the level crossing gates continue to be operated manually, with no immediate plans for this to change. It was noted that the gates are often closed for extended periods, and Network Rail advised that data relating to gate closure times would be provided. Council were also informed that only limited operational changes are anticipated in the future and that liaison meetings will continue on a quarterly basis.

c. Rife Way SID Machine – proposed locations

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 Ferring Street, Rife Way, Ocean Drive, Upper West Drive and Goring Way/Sea Lane near the school. The device will help support local traffic monitoring and address residents' concerns in these areas.

d. Christmas Event – Proposals for 2026

The proposals for the Christmas Event 2026 will remain similar to previous years.

e. Ferring CofE School – To note recent Visit

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.

f. Ferring CofE School - Request for support

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The Clerk has received a letter from Ferring CofE School requesting the Parish Council's support for an application for a 20mph speed limit on the roads surrounding the school. Council agreed, in principle, that the Parish Council would support the application. However, it was noted that the area's speed data would need to meet the required criteria for a Traffic Regulation Order (TRO) application.

Council agreed that the Clerk should suggest to Ferring CofE School that they invite the local PCSO to attend during peak drop-off and pick-up times to observe parking issues. The Council also suggested that the school consider developing a road safety and considerate parking project involving children, providing information and guidance for parents, to encourage safe, responsible and considerate parking and drop-off practices.

It was agreed that the SID machine will be located at an appropriate position near to the school to collect speed data for analysis.

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

e. Finance & General Purposes Committee (including the authorisation of orders of payments and recommendations from the Committee). Councillor Graham Bootle, Meeting held 6th July

a. **Accounts and Finance** – Income & Expenditure April & May 2026 - Approved

b. **Grants Request** – Council agreed that grant applications should be considered at set intervals throughout the year, for example every six months, rather than on an ad hoc basis. It was agreed that, going forward, grant applications will be considered in May and November.

The grant application process will however, include a provision for urgent applications where consideration is required outside of these scheduled review periods.

The current grant applications will be held in abeyance following Full Council's decision.

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

08-07-2026 Parish Clerk Report including Financial Matters – The Clerk will report
There was nothing to report.

09-07-2026 Council noted payments made under dispensation for expenditure for Committee minuted instruction.

There were no payments.

10-07-2026 Devolution Working Group –

Council noted that West Sussex local authorities were expecting a decision from the Government on local government reorganisation in our area by the end of March. The Clerk advised that the government 16th July 2026, confirmed a further delay to its decision on local government reorganisation for West Sussex. A decision is expected in October 2026.

11-07-2026 Ferring Village Hall Liaison (*Councillor Ruth Arnold*)

- The next meeting will be held 22nd July 2026.

12-07-2026 Reports from District and County Councillors

In his absence, Arun District Councillor Mark Turner has provided a report:

- The Goring Gap. This application has still not been determined and the Worthing Planning team are yet to complete their assessment (I contacted them on the 16th July). If delegated powers are not used by the Planning Officer the decision could go Committee on the 12th of August or the 9th September. The latter is more likely.
- Public Space Protection Orders. Arun District Council have collapsed the majority of the PSPO (alcohol related) and it now only covers Bognor Regis and Littlehampton. This

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is disappointing and reflects the reluctance of people to report incidents properly, ADC are now reviewing the PSPO (Dog Control). The consultation is live until the 29th July 2026 only. Please comment. The issues are:

Why do we need it,

Where do we need it,

What should be the penalties.

How should the penalties be enforced.

FPC are asked to encourage residents to comment online regarding this important PSPO.

- Anti-Social Behaviour Reporting. Facebook is alive with complaints regarding paragliders, noise nuisance, fast cars etc etc. This is not helpful. Please report properly. Issues with powered paragliders should be made on the Civil Aviation Authority Website (CAA) particularly incidents involving take off and landing on the Greensward on Marine Drive, It is a very clunky website and you will need photographic evidence to support your report (i have reported the paragliders). The noise is a nuisance but more importantly the take off and landings near a busy road are potentially dangerous. Criminal and Anti Social Behaviour should be reported to: Urgent crime dial 999.

Non emergency incidents dial 101.

Crime stoppers dial 0800555111 and crimestoppers-uk.org

Anti social behaviour dial 08081412800 and asb@arun.gov.uk.

Aviation matters including paragliding caa.co.uk

FPC are asked to encourage residents to comment as above regarding any and all Anti Social Behaviour.

Arun District Councillor Roger Elkins advised the following:

- Council noted that West Sussex local authorities were expecting a decision from the Government on local government reorganisation in our area by the end of March. Government 16th July 2026 confirmed a further delay to its decision on local government reorganisation for West Sussex. Government has its own amendment and a decision is expected in October 2026.

WSCC County Councillor Roger Elkins advised the following:

- White lines have been repainted in the village.
- WSCC is under new administration led by the Liberal Democrats.
- Full Council approved a motion to request that the Government provide additional funding support for schools.

13-07-2026 Urgent matters arising, since the preparation of this Agenda & Items to be referred to next agenda.

There were no items.

The next meeting date is 21st September 2026.

The Chairman closed the meeting at 9.20pm

Mrs Nadine Phibbs,
Clerk to Ferring Parish Council

Minutes approved

Chairman **Date**