

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE  
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm  
on Wednesday 6<sup>th</sup> July 2026 in the Parish Office**

Present	Councillors	Graham Bootle (Chairman)
		Stuart Davies (Vice Chairman)
		Clare Royal
		Ruth Arnold
		Simon Ash
		John Tero
		Roger Elkins

1	<b>Elect a Chairman</b> Councillor Graham Bootle was elected as the Chairman	
2	<b>Elect a Vice Chairman</b> Councillor Stuart Davies was elected as the Vice Chairman	
3	<b>Apologies for absence</b> There were no apologies for absence.	
4	<b>Declarations of interest</b> Councillor Clare Royal declared an interest in agenda item 10, b Allotment Matters.	
5	<b>Public Question Time</b> There were no public questions.	
6	<b>To confirm the Minutes of the Finance &amp; General Purposes Committee held 6<sup>th</sup> May 2026.</b> The Minutes of the Finance & General Purposes Committee Meeting held 6 <sup>th</sup> May 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 agreed Committee Terms of Reference</b>	

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	<p>The Committee agreed the Terms of Reference. The above is recommended for Full Council approval.</p>	
9	<p><b>Accounts and Finance</b> The Income and Expenditure schedule for April &amp; May 2026 was reviewed and will be recommended for Full Council approval.  The above is recommended for Full Council approval.</p>	
10	<p><b>Environment Liaison Committee</b> <b>a. Country Centre Proposal</b> The Country Centre has been maintaining two shrub beds at the west end of the village green for many years.  The 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. The 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.  The Country Centre has provided an annual quotation to plant and maintain the boats.  It is advised that the two boats are currently maintained by Ferring Nurseries. If this new arrangement is agreed, the Clerk will propose to Ferring Nurseries that, instead of maintaining the two boats, they take on the maintenance of the two shrub beds mentioned above.  Finance &amp; General Purposes Committee recommended to proceed with the above proposal.  The Clerk will liaise with Ferring Nurseries regarding this proposal.  The above is recommended for Full Council approval.</p> <p><b>b. Allotment Matters – Water provision at the allotment site</b> 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</p>	CLERK

	<p>allotment site.</p> <p>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.</p> <p>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.</p> <p>The three allotment holders affected have offered to clear and remove any 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.</p> <p>The Committee recommended to proceed with the following:  Hire of a 2 yrd skip at £140, and additional £10 fuel charge = £150 exc vat  Tree Surgeon Quotation for the hedge and weed clearance – tbc</p> <p>The above is recommended for Full Council approval.</p> <p>The agreements for the three affected allotment holders will include an additional clause requiring them to ensure that the hose pipes are kept clear of weeds and foliage at all times, allowing safe and easy access.</p>	
<p>11</p>	<p><b>Roads, Community &amp; Sports Committee</b></p> <p><b>a. Level Crossing Matters –</b></p> <p>Councillors 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>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.</p>	

	<p>A meeting at Lancing Signal Box has now been arranged for 10th July 2026, with Councillor Roger Elkins attending as the Ferring Parish Council representative.</p> <p>The Clerk will liaise with Beccy Cooper MP to request an agenda for the meeting and raise the key points being the length that the gate are down and that Ferring Parish Council has been advised by Network Rail Senior Public Affairs Manager that Network Rail are in the early stages of working on a long-term signalling renewal for the line through the area which would involve changes to level crossings and the wider signalling arrangement. Possibly a few years away – maybe in the 2030s, or later. To seek further clarification on the potential timescale for this work and whether any interim measures are being considered to address the ongoing concerns.</p> <p>Councillor Roger Elkins will provide Council with feedback from the meeting held on 10th July 2026.</p> <p><b>b. Rife Way SID Machine</b> – 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 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.</p> <p><b>c. Christmas Event</b> – Proposals for 2026 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>d. Ferring CofE School</b> – 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.</p> <p>The Committee agreed that the Clerk would suggest to Ferring CofE School that they may wish to invite the local PCSO to observe parking issues during peak drop-off and pick-up times.</p> <p><b>e. Ferring CofE School</b> - Request for support 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.</p> <p>The Committee agreed, in principle, that the Parish Council would support the application. However, it was noted that the area's speed data would need to</p>	<p>CLERK</p> <p>RE</p> <p>RE/SB/ AW</p> <p>CLERK</p>
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	<p>meet the required criteria for a Traffic Regulation Order (TRO) application.</p> <p>It was agreed that, as a first step, Councillor Roger Elkins would obtain the relevant speed data from West Sussex County Council (WSCC).</p> <p>The Committee further agreed that the SID machine should be located at an appropriate position near to the school to collect speed data for analysis.</p> <p>The above is recommended for Full Council approval.</p>	<p>RE</p> <p>CLERK</p>
12	<p><b>Committee to note payments made under dispensation for expenditure for Committee minuted instruction.</b> There were none.</p>	
13	<p><b>Parish Clerk Report including Financial Matters –</b> The Committee noted the correspondence received from a local business.</p>	
14	<p><b>Grant Applications –</b> Committee to consider the grant applications a. 4Sight Vision Support £510 b. Tylers Trust £300</p> <p>Following a brief discussion, the Committee agreed that grant applications should be considered at set intervals during the year, for example every six months, rather than on an ad hoc basis.</p> <p>This proposal is recommended to Full Council for approval. The current grant applications will be held in abeyance pending Full Council's decision.</p>	
15	<p><b>All about Ferring Magazine</b> Grant Award Scheme article and an update following the Roads Questionnaire/Consultation.</p>	
16	<p><b>Urgent matters arising since the preparation of this Agenda &amp; Items to be referred to next Agenda.</b> Councillor Simon Ash gave his apologies for the meeting on 7<sup>th</sup> September.</p>	
	<p>The meeting closed at 8.40pm.</p>	
	<p>Date of next meeting Monday 7<sup>th</sup> September 2026</p>	
	<p><b>Minutes approved</b> <b>Chairman</b> ..... <b>Date</b> .....</p>	