

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 Monday 7th September 2026 in the Parish Office**

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

1	Apologies for absence Apologies were received from Councillors Roger Elkins, Simon Ash & Jack Boyle. The apologies were accepted.	
2	Declarations of interest There were no declarations of interest.	
3	Public Question Time There were no public questions.	
4	To confirm the Minutes of the Finance & General Purposes Committee held 6th July 2026. The Minutes of the Finance & General Purposes Committee Meeting held 6 th July 2026 were approved by the Committee as a correct record and signed by the Chairman.	
5	Actions update from the last meeting There was nothing to mention.	
6	Accounts and Finance The Income and Expenditure schedule for June & July 2026 was reviewed and will be recommended for Full Council approval. The above is recommended for Full Council approval.	
7	Environment Liaison Committee a. Warren Pond Maintenance – The Committee noted the recent tree works carried out in a number of areas where maintenance cutting was required. As	

	the pond was dry, this provided a good opportunity to undertake the necessary maintenance before substantial rainfall occurred and the pond refilled. b. National Emergency Briefing – The Committee noted that, at the Environment Liaison Committee meeting on 27th July and the Roads, Community & Sports Committee meeting on 10th August, the National Emergency briefing film, it was agreed to arrange a showing at the Village Hall on 26th October. This is a joint venture between the Ferring Conservation Group, Ferring Village Hall Trustees and Ferring Parish Council. The Village Hall has kindly offered the venue free of charge, with the Ferring Conservation Group organising teas and coffees and Ferring Parish Council providing biscuits. Tickets will be available from the Parish Office on a first-come, first-served basis. Posters will be displayed, and details of the event have also been included in the recently delivered parish flyer. c. FPC Contractor/ Handyman Vacancy – The Clerk advised that a number of applications had been received for the FPC Contractor/Handyman vacancy. To progress the recruitment process, the Clerk will provide Councillor John Tero with the applicants' details and contact numbers so that he can speak with them to assess their experience and suitability for the role.	CLERK JT
8	Roads, Community & Sports Committee a. Christmas Tea – The Village Hall Trustees have approached the Parish Office regarding a proposed Christmas Tea for local residents on 11th December. The event will include: Entertainment, including a stand-up comedian/singer, Afternoon tea and food, including a buffet with sandwiches, mince pies and cake, Bingo, small gift for each attendee The Village Hall Trustees have offered to organise all of the above and have asked whether the Parish Council would consider this as a joint event and contribute £500 towards the costs. The anticipated overall cost of the event is in the region of £800–£1,000. The Finance & General Purposes Committee recommend that the Parish Council contribute £500 towards the proposed Christmas Tea and support the event as a joint initiative with the Village Hall Trustees. The above is recommended for Full Council approval. 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 local survey is ongoing, and results have been received to date. The Committee thanked everyone who has been involved in carrying out and supporting the survey. Councillor Roger Elkins has provided data from Network Rail. The report shows down times of the level crossing gates with the average barrier down time at 3min 30.	
9	Committee to note payments made under dispensation for expenditure for Committee minuted instruction. There were none.	
10	Parish Clerk Report including Financial Matters – Council noted the ADC Economy Committee Meeting on 10th September 2026 – Ferring Rife Car Park Recommendation. Councillor Stuart Davies has kindly taken the time to go through the ADC report on Ferring Rife Car Park and extract the relevant details which has been circulated to Councillors. Councillor Stuart Davies and the Clerk will attend the online meeting.	SD/NP
11	Annual Accounts & External Audit 2024 - 2025 - The Clerk advised Council that the External Audit 2025 - 2026 has been signed off and returned with minor comments. The notice of Conclusion is available on the parish council website	
12	All about Ferring Magazine There were no items.	
13	Urgent matters arising since the preparation of this Agenda & Items to be referred to next Agenda. The Committee meeting on 16th November has been rescheduled for 23rd November. In the absence of Councillor Roger Elkins, the Clerk advised that ADC will be re-consulting on the Littlehampton to Worthing Link following issues raised at	

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	The Arun Planning Policy meeting last week. This information is expected in the next two weeks .with an anticipated quick turn around	
	The meeting closed at 8.34pm.	
	Date of next meeting Monday 5 th October 2026	
	Minutes approved Chairman Date	