

**MINUTES OF THE VIRTUAL MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL
2ND FEBRUARY 2021.**

PRESENT: Councillors: D Smart, Mrs J Wild, G Grundy, G Matthews,
Mrs G Moss, M Copeland, K Watson, M Harvey, Mrs M Harvey,
P English, Miss A Barker & G Hewlett.

A minutes silence was held in respect of Sir Captain Tom Moore – our flag is to be flown at half mast in respect of him.

Chairman advised that agenda items 18 and 19 were to be brought forward to the beginning of the agenda.

MC 123. APOLOGIES FOR ABSENCE:

Councillor Mrs R Kissell.

No other apologies had been received.

MC 124. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

MC 125. DECLARATIONS OF INTEREST:

There were no declarations of interest at the outset of the meeting. These could be made as and when necessary during the meeting.

MC 126. PUBLIC QUESTION TIME:

There were no members of the public on the telephone link, therefore no questions or issues were raised.

MC 127. TO RECEIVE THE REPORT OF THE COUNCIL'S DATA PROTECTION OFFICER ON GDPR AND GDPR TRAINING – PRESENTATION BY MAUREEN CHAFFE (REPORT / INFORMATION WAS SENT TO ALL COUNCILLORS PRIOR TO THIS MEETING).

Maureen delivered her presentation and asked for any questions on this, Councillor Miss A Barker asked about Office 365 issues – Maureen was happy to organise refresher training and training for new Councillors. Admin Assistant to the Clerk to liaise with Maureen regarding dates for this training. Councillor Mrs G Moss endorsed Councillor Miss A Barker's comments. It was decided that each policy was dated, as is the normal practice.

MC 128. POTENTIAL LOST RIGHTS OF WAY – PRESENTATION BY MAUREEN CHAFFE (INFORMATION WAS SENT TO ALL COUNCILLORS PRIOR TO THIS MEETING).

After the presentation it was decided, after discussion, that Maureen would contact the Ramblers Association (maps were shared by Maureen regarding 7 routes) to portray information and requests.

Some routes were officially diverted however, routes were discussed that could benefit to be re-established through the Ramblers Association, one in particular was the back of the new development – A259 footpath – Blackthorn Avenue, this looks like it's been superseded. Another path discussed was the Golf Course. It was once a natural path and needs to be re-instated as a path and route of natural beauty. Maureen to convey our wishes to the Ramblers Association and report back.

MC 129. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5TH JANUARY 2021:

The minutes were **APPROVED** as a true and accurate record.

MC 130. MATTERS ARISING:

MC 113: Councillor Miss A Barker raised the disappointment at the fact that reports were not being received other than Councillor P English's. Admin Assistant to the Clerk stated that these were down to the individual Councillors and that they were well aware that a report is requested every month.

There were no other matters arising.

MC 131. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

Councillor G Hewlett wished to state that he would be attending a WSALC Zoom meeting on 18th February to ask any questions that Councillors wished to ask.

Councillors were requested to email Glen with any issues they wished to be raised at the meeting. The WSAGM would take place on the 25th February.

Whatever the final outcome FPC needs to ensure that we are getting the best services and value for money.

It was decided that the Admin Assistant to the Clerk would contact Trevor Leggo CEO SSALC for answers to where the monies are going and what benefits we are receiving.

There was no other Correspondence to report, that had not already been circulated to Councillors prior to this meeting.

MC 132. TO DISCUSS KGV LIGHTS AND PROMENADE LIGHTS:

Councillor G Hewlett advised that out of the 12 lights FPC own on **KGV**, four were currently not working. These lights, and associated wiring controls, which have been in place for approximately 20 years have been inspected and are in need of significant attention to ensure their continued reliability and safety. The proposal is to change just the heads on the lights for L.E.D lights. These would reduce running costs by 80%. They would provide a brighter and whiter light, a downlight with a 5 year guarantee. The work if undertaken, would be under this financial year's budget.

Councillor Miss A Barker said that this work needs to be done as an aspect of Health & Safety.

It was proposed by Councillor Miss A Barker that the work go ahead, Councillor Mrs J Wild seconded the proposal – after a vote – there were 9 for with 3 abstentions. Glen will speak to Trevor at C C Solar to raise an order after it was agreed by a majority for this work to go ahead in this financial year.

Promenade Lights: Councillor G Hewlett reported that one light was out east of the Sailing Club and there are 2 fish lozenges down and that 3 lights were not working to the west of the Sailing Club. The housing is completely seized up due to salt as these lights are 21 years old.

One option would be to take out everything and replace with L.E.D lights to be more efficient.

Another option would be replacing the existing heads with the latest design of solar lights.

This would be more cost effective and would work in winter – the new design would work for up to 12 days with a 5 to 7 hour daylight to charge, quote received was £4,455 including labour and a guarantee.

Councillors expressed some concerns over the use of these new and as yet unproven solar lights. It was decided after a very lengthy discussion, for Glen to ask C C Solar if there was anywhere where the performance of these new lights could be reviewed and proven. Further information was required over the reliability of the warranty and who would be taking on the ownership of the warranty. This project, should it proceed would be in the next financial year.

The Chairman wished to thank Glen for all his hard work and time on the lights, all members agreed.

MC 133. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

All County and District Councillors for Felpham had been sent agendas for this meeting:

- (i) Acting (Interim) County Councillor and District Councillor D Edwards** – no report or update had been received.
- (ii) District Councillor Paul English** (Felpham East) – reported that there are current discussions in place on the regeneration of Bognor Regis.

Paul reiterated that due to COVID19 restrictions most officers were working from home to stay safe. The May elections were still due to take

place following government guidelines though this may be subject to change as to where voting can take place safely. Councillor Miss A Barker wished to raise a concern regarding vaccinations in this area.

Councillor P English stated that we are in fact far ahead in Sussex for injections in care homes etc. Councillor D Smart informed the meeting that West Sussex has a higher than average number of care homes and that according to WSCC/NHS information the rollout was going extremely well.

- (iii) **District Councillor Mrs Gill Madeley** (Felpham West) – no report or update had been received.
- (iv) **District Councillor Mrs Elaine Stainton** (Felpham West) - no report or update had been received.
- (v) **District Councillor David Edwards** (Felpham East) – no report or update had been received.

MC 134. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

Councillor G Hewlett wished to remind the meeting of the Rampion 2 – live until 11th February – a 2nd meeting to take place this Thursday – 4th February on ZOOM at midday – www.rampion2.com.

The Clerk reported the following:

Future Meetings:

WSALC AGM – 25th February 2021.

JWAAC in February 2021 – cancelled.

MC 135. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 12TH JANUARY 2021:

The minutes were **APPROVED** as a true and accurate record.

MC 136. MATTERS ARISING:

Members were advised to go to the ADC website planning portal for any explanation on Planning Decisions. The ADC planning portal will contain all correspondence regarding any planning application including any decisions made.

There were no other matters arising.

MC 137. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING DATED 12TH JANUARY 2021.

The minutes were **APPROVED** as a true and accurate record.

MC 138. MATTERS ARISING:

Councillor Miss A Barker wished to raise concern regarding maintenance issues.

Councillor D Smart answered this with the paper that was circulated previously to go with the Finance agenda.

There were no other matters arising.

MC 139. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE OF 19TH JANUARY 2021:

The minutes were **APPROVED** as a true and accurate record.

MC 140. MATTERS ARISING:

Councillor G Hewlett wished for any items where the action had been completed be removed from the table. This was agreed.

Admin Assistant to the Clerk to ask Neil O'Connor and Anthony Baker of ADC for a copy of the latest management plans on both KGV and Longbrook Park.

There was nothing to report from ADC regarding these locations.

The Chairman reminded Councillors that if they observe anything whether it is in the open spaces or elsewhere that in their view requires reporting, particularly if it is safety related must be reported directly to the relevant bodies as soon as possible and to copy the Clerk for information.

There were no other matters arising.

MC 141. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & RESILIENCE COMMITTEE OF 19TH JANUARY 2021:

The minutes were **APPROVED** as a true and accurate record.

MC 142. MATTERS ARISING:

There were no matters arising.

MC 143. MATTERS OF URGENT PUBLIC IMPORTANCE:

There were no other matters of urgent public importance.

MC 144. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no other business at the Chairman's discretion.

Date of Next Meeting: Tuesday 2nd March 2021.

The Chairman closed the meeting at 8.02 p.m.

Approved.....Chairman

Date