

**DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL MEETING  
7<sup>th</sup> SEPTEMBER 2021.**

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE  
FINANCE & ADMINISTRATION COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL  
ON TUESDAY 10<sup>th</sup> AUGUST 2021 AT 7.15 PM.**

**PRESENT:** Councillors: Matthew Copeland, Dave Smart, Glen Hewlett, Graham Matthews, Paul English, Mrs Gloria Moss, Mrs Ros Kissell & Kevin Watson.  
Councillor Bob Budd was also in attendance in the public gallery.

**F 25. APOLOGIES FOR ABSENCE:**

No apologies had been received.

**F 26. DECLARATIONS OF INTEREST:**

There were no declarations of interest at the outset of the meeting.

**F 27. QUESTION TIME FROM MEMBERS OF THE PUBLIC:**

There were no members of the public present. No questions or issues were raised.

**F 28. TO RECEIVE THE MINUTES OF THE VIRTUAL MEETING HELD ON  
11<sup>th</sup> MAY 2021:**

These were approved as a true and accurate record and had been agreed at Main Council on 3<sup>rd</sup> June 2021 for ratification and adoption.

**F 29. MATTERS ARISING:**

F12 Councillor Kevin Watson asked whether the memorial stone needed to be recorded as an asset and recorded on insurance. It was confirmed that his needed to be done. **Clerk to action.**

F 16 Parish Online Mapping Options. Councillor Kevin Watson and Councillor Paul English requested read only access to the mapping, this is known to be available in other local Parish Councils. **Clerk to identify what read only options were available.**

**F 30. TO RECEIVE THE MINUTES OF THE VIRTUAL MEETING HELD ON 7<sup>th</sup> JULY 2021:**

These were approved as a true and accurate record and had been agreed at Main Council on 3<sup>rd</sup> August 2021 for ratification and adoption.

**F 31 CORRESPONDENCE/ANNOUNCEMENTS:**

A new office laptop was discussed, and it was agreed that a maximum budget of £700 be approved. One of the current Parish laptops will be transferred to the hall at an agreed market value. Clerk has instructed JNR Computers and accepted their quote.

**F 32. AGENDA ITEMS FOR THE NEXT JWAAC MEETING & JWAAC H&T MEETING:**

JWAAC to be removed from future agendas/minutes and replaced with items for CLC (County Local Committees).

**F 33. REPORT OF THE COMMUNITY HALL MANAGER:**

This had been circulated to all Councillors, prior to the meeting, for information.

**The report was duly noted, with thanks to the Hall Manager.**

**F 34. FINANCIAL ACCOUNTS OF THE COUNCIL FOR MAY, JUNE AND JULY 2021:**

These had been sent to all Councillors, prior to the meeting, for information.

It was requested that the meeting formally approve the financial accounts of the Council as a true and accurate financial record for the month of May, June and July 2021.

May Approved  
June Approved  
July Approved

**It was RESOLVED that the accounts as presented, be approved as a true and accurate record and to recommend to Main Council the expenditure as shown on the report.**

Councillor Paul English noted that there was an uncashed cheque (Independent Fire and Safety Limited). This will show as an expense in the accounts and be available to them on request.

**F 35. EXPENDITURE FOR THE ADDITIONAL LOZENGES ON THE PROM LIGHTS:**

Councillor Glen Hewlett advised that the lozenge will be replaced at the same time as other fittings are placed on all nine council promenade lights. One lozenge will be kept as a spare as a template for any future laser cutting required.

**Councillor Dave Smart proposed that the expenditure of £750 be agreed. This was seconded by Councillor Gloria Moss. The expenditure was agreed by a unanimous vote.**

**F 36. ROAD TRAFFIC MITIGATION SCHEMES FOR FELPHAM:**

Councillor Paul English said he had been approached with a view to facilitating volunteers to operate a speed measuring device in Felpham. Councillor Glen Hewlett expressed concerns over the operation of schemes in other areas. Councillor Graham Matthews was willing to be involved in this and had previously received training as a volunteer. Councillor Gloria Moss suggested that a framework/plan would be required in advance of any operation. Councillor Dave Smart suggested that Felpham Parish Council could facilitate the training and explore the possibility of a partnership with Middleton to share equipment which is expensive and needs calibration. Councillor Paul English will inform residents to approach Felpham Parish Council once a group of six volunteers has been established. Funding is available from the S 106 received as part of the Blakes Mead development. **Clerk to contact Kevin Moss and Peter Bradley** Councillor Dave Smart suggested that this funding could also be made available for the potential purchase/hire of portable digital speed reminders.

**F 37. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):**

There were no other matters of urgent public importance.

**F 38. DATE OF NEXT MEETING: Tuesday 14<sup>th</sup> September 2021 at 7.15 p.m.**

The meeting closed at 7.52 p.m.

Approved.....

Date.....