

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

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE  
FINANCE & ADMINISTRATION COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL  
ON TUESDAY 14<sup>th</sup> SEPTEMBER 2021 AT 7.15 PM.**

**PRESENT:** Councillors: Matthew Copeland, Dave Smart, Graham Matthews,  
Paul English, Mrs Gloria Moss, Mrs Roslyn Kissell & Kevin  
Watson.

**F 39. APOLOGIES FOR ABSENCE:**

Councillor Glen Hewlett

**F 40. DECLARATIONS OF INTEREST:**

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

**F 41. QUESTION TIME FROM MEMBERS OF THE PUBLIC:**

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

**F 42. TO RECEIVE THE MINUTES OF THE MEETING HELD ON 10<sup>th</sup> AUGUST 2021:**

These were approved as a true and accurate record and had been agreed at Main Council on 7<sup>th</sup> September 2021 for ratification and adoption.

**F 43. MATTERS ARISING:**

F 29. The Clerk advised that insurance for the memorial stone had been added to the policy at a value of £3500.00

F16 Parish Online Mapping Options. The Clerk advised that new mapping layers had been added to the Felpham Parish Council website and that Councillor Kevin Watson now had access to XMAP mapping.

**F 44. CORRESPONDENCE/ANNOUNCEMENTS:**

Correspondence had been received from the poppy wreath supplier offering a quotation for two wreaths and additional sprays for benches at a cost of £86.00 inclusive of a £13.00 donation. This was unanimously approved.

**F 45. AGENDA ITEMS FOR THE NEXT CLC MEETING:**

No meeting is planned, and it was agreed that this item will be removed from the agenda until these meetings are rescheduled.

**F 46. COMMUNITY HALL REPORT:**

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

The Clerk reported that August had been a quiet month as no holiday clubs had run this year.

Councillor Dave Smart informed the committee that the one-month review for new employees had taken place.

**F 47. FINANCIAL ACCOUNTS OF THE COUNCIL FOR AUGUST 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 August 2021.

August 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.**

The Clerk reported that the uncashed cheque (Independent Fire and Safety Limited) had, according to the contractor, been processed although it still shows as not being cashed.

**F 48. ROAD TRAFFIC MITIGATION SCHEMES FOR FELPHAM:**

Councillor Matthew Copeland advised that two pieces of correspondence had been received expressing concerns over speed and volume of traffic in Felpham roads. One was from a resident in Firs Avenue concerned over the volume and speed of cars in the road, following the installation of barriers on the Roundle Estate; and the other from Councillor Andrew Fells regarding the speed of vehicles in Limmer Lane.

It was noted that the speed calming measures already in place in Felpham had been costly and proved an ineffective deterrent, as most modern vehicles simply straddle the speed bumps. Councillor Dave Smart reported that Kevin Moss and

Peter Bradley had been contacted regarding this poor performance. They reported that these were currently in line with the national design, but Kevin Moss would determine if there were any other designs that might be available for new applications. The current height is set to avoid damage to modern cars.

Councillor Paul English suggested that an upgrade to the humps in Downview Road might be possible and suggested the possibility of chicanes in Limmer Lane. Councillor Matthew Copeland confirmed that West Sussex County Council had advised that they would not be prepared to support chicanes as these do not meet the standard for highways. Councillor Dave Smart reported that a possible alternative might be the installation of large “drive around” planters, however if these were installed, it would be at Felpham Parish Council’s own cost, both for installation and maintenance and liability.

Councillor Matthew Copeland commented that any solution to speeding in Felpham would need to be suitable for the whole village and not just certain roads. It was suggested that an initial Speed Watch Program should be used to identify problem areas.

Councillor Paul English advised that a counting strip is currently in place in Firs Avenue.

Councillor Dave Smart advised that a speed survey carried out in 2020 had not been effective, due to the positioning of the strips, at points where cars were already slowing down for junctions. A new survey costing £3000 could be carried out targeting the whole village and with Felpham Parish Council choosing the locations of the devices. It may be possible to obtain S106 funding for this and avenues of discussion could then be opened with police where problems were found. Quotations had also been sought from 3 companies for illuminated signs reminding motorists of their speed, but only one company had replied. This is portable equipment that can be moved as needed and attached to the street furniture on brackets. It is powered by mains, rechargeable batteries, or solar power. If FPC were to pursue this, then we would be looking at the battery option to give us the greatest flexibility.

**Clerk to contact West Sussex County Council Highways to confirm that use would be permitted and to ascertain installation requirements/regulations and whether this can be attached to street furniture and purchased with S106 funding.**

Councillor Kevin Watson commented that councillors had already seen the results from 2020 and that it would be preferable for funds to be spent on mobile equipment that is purchased and owned by Felpham Parish Council.

Councillor Roslyn Kissell advised that motorists were also driving through the village at speeds that were not compatible with the blind spots around corners.

Councillor Graham Matthews stated that a full survey should be obtained from West Sussex County Council and two mobile devices purchased to target problem areas with a team of volunteers to erect and move them. Previous volunteers for a Speed Watch scheme were no longer available due to the time delay caused by Covid and new volunteers could possibly be sourced from advertisements on the website and through Felpham in Focus.

Councillor Paul English requested that West Sussex County Council be challenged regarding the poor placing of speed monitoring devices in the previous survey that was paid for by Felpham Parish Council. **Chairman and Clerk to jointly contact West Sussex County Council regarding this.**

Councillor Matthew Copeland asked councillors whether they would like to have a new survey undertaken by West Sussex County Council and councillors agreed that they would. **Councillor Dave Smart to also obtain firm quotations for portable devices.**

Councillor Gloria Moss suggested that students from Chichester University attending the Public Services course might act as volunteers for a scheme. **Clerk to contact.**

Councillor Matthew Copeland confirmed that the following steps would be taken:

1. Options for installing further speed surveys in more suitable road positions to identify problem roads
2. Further research on the purchase of electronic speed sign devices and where they can be located
3. Recruitment of volunteers to a Community Speedwatch Team.

**F 49. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):**

There were no other matters of urgent public importance.

**F 50. DATE OF NEXT MEETING: Tuesday 12<sup>th</sup> October 2021 at 7.15 p.m.**

The meeting closed at 7.45 p.m.

Approved.....

Date.....