

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF  
FELPHAM PARISH COUNCIL 1<sup>ST</sup> FEBRUARY 2022.**

**PRESENT:** Councillors: Dave Smart, Anne Barker, Matthew Copeland, George Grundy, Mary Harvey, Michael Harvey, Glen Hewlett, Graham Matthews, Kevin Watson  
Councillors In Attendance Virtually: Paul English, Gloria Moss (unable to vote).  
District Councillor Dave Edwards  
Chris Cook (Sussex Clubs for Young People)

**MC 195. APOLOGIES FOR ABSENCE:**

Councillor Bob Budd, Councillor Ros Kissell, Councillor Jaine Wild

**MC 196. ABSENCE WITHOUT APOLOGIES:**

None

**MC 197. DECLARATIONS OF INTEREST:**

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

**MC 198. QUESTION TIME:**

None

**MC 199. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:**

Councillor Matthew Copeland advised that following a Felpham Memorial Village Hall meeting two weeks ago, the committee wished to remove the requirement of Felpham Parish Council being able to mandate a trustee on their committee. After some deliberation, it was agreed that this would be discussed at the Finance and Administration Committee meeting on 8<sup>th</sup> February 2022. Councillor Copeland requested that councillors send any comments that they may have, prior to the meeting. **Clerk to make original agreement/articles available.**

**MC 200. CHRIS COOK FROM SUSSEX CLUBS FOR YOUNG PEOPLE**

Felpham Parish Council welcomed Chris Cook from Sussex Clubs for young people, who outlined the history of the club, the work that they do and support that they offer to young people. Chris advised councillors that they had been commissioned by Worthing Homes/Together Arun to work in Felpham providing outreach work on Blake's Mead estate. This will initially run as a 13-week programme to identify interest, need, and demand in the area. This will include use of the Purple Bus, activities in the hall/park, published literature and engagement with families. Following this mapping and evidence exercise, if there is sufficient response, Sussex Clubs for Young People will then liaise with Worthing Homes to plan support that is needed in the area and report back to the council. Felpham Parish Councillors were very keen to support this initiative and suggested that contact be made with the Clerk to collect a Grant Application Form. Councillor

Gloria Moss stated that she was very impressed with presentation and happy that Sussex Clubs for Young People had taken this important work on board. Councillor Dave Smart observed that there was a lot of interest in room and advised Chris Cook to liaise with the Clerk to look at how we can help including placing links on the website. Following the trial, Felpham Parish Council will see how we can engage with the resources that we have.

Councillor Anne Barker proposed that Councillor George Grundy and the Clerk work with Chris Cook and Bryony Lawless of Worthing Homes/Together Arun.

It was agreed that Felpham Parish Council support the work that Sussex Clubs for Young People and Worthing Homes are undertaking in Felpham and are keen to work with them going forward.

**MC 201. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 4<sup>th</sup> JANUARY 2022:**

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

**MC 202. MATTERS ARISING/CLERK'S REPORT:**

**MC 179.** Councillor George Grundy advised that he had spoken to representatives from Worthing Homes/Together Arun and requested that the Clerk thank them on behalf of Felpham Parish Council. **Clerk to action**

**Main Council Clerk's Report - February 2022** – this was circulated to all councillors prior to the meeting.

**MC 189. PROPOSED CHANGE TO CAR PARKING CHARGES BY ARUN DISTRICT COUNCIL:** At the time of the meeting, there has currently been no response from Arun District Council to the questions raised by Felpham Parish Council.

We later received an email immediately prior to the cut off time of 5pm

***"From: Calvin Baylis <Calvin.Baylis@arun.gov.uk>  
Sent: 14 January 2022 16:34  
To: Clerk <clerk@felphampc.gov.uk>  
Cc: Joe Russell-Wells <Joe.Russell-Wells@arun.gov.uk>  
Subject: Proposed Parking Charges***

*Dear Mr Millen*

*Thanks for your email of the 20th December to which I have provided a response to below. Your email of the 12th January will be included in the report showing the responses received to the consultation.*

*The works planned for Links Avenue and Grassmere car parks are not linked directly to charging. The Council has a planned works program which has been set up to ensure that the fabric of the Councils assets including the car parks are maintained. Therefore, the works to these car parks will go ahead whatever the outcome of the Committee decision. As previously explained the management proposal (charging after 2 hrs stay) will ensure the car parks can be managed, and turnover encouraged, to enable more customers to make use of facilities. In*

*addition, under this proposal being consulted on, customers will be able to purchase a permit to enable parking for longer periods.*

*The Council's financial model requires that all discretionary charges, which include parking charges, are reviewed on an annual basis. The removal of the contribution from the Parish Council is not a consideration in the proposal; any proposals regarding the contribution would be placed before the Committee to consider.*

*My previous email identifies that the existing car parks are in annual deficit and further works are required. They are effectively subsidised, and benefit from income received across the ADC parking service. However as set out above these proposals are not simply about parking income.*

*As previously explained the Council has a capital program and does not operate a sinking fund for repairs and maintenance for Grassmere and Links Avenue car parks. The contribution is therefore not held separately from the rest of the car park income. It is clear however that the contribution as shown in the breakdown of the costs for 2021/22, does not fully cover the annual costs of operating these car parks. The car parks are inspected annually and an assessment made as to what works may be required. The usage and the location can have a big effect on how often resurfacing is required. It is therefore not necessarily the case that the car parks need to be resurfaced after a set period of time.*

*As identified all points and comments raised by the Parish Council will be provided in the report that will go to the Committee”.*

District Councillor David Edwards then expressed his concern over previously minuted comments about the lack of engagement between the Parish Councillors, and District Councillors. Councillor Glen Hewlett advised that frustration had arisen, due to there being no consultation or notification of the proposed changes to car parks and other prior projects that Arun District Council had undertaken.

Whilst the minute from the previous Main Council meeting was listed under the same heading as the introduction of car parking charges, and there was a discussion about this, which clarified the approach that District Councillors must adopt when dealing with such matters it was pointed out that in fact the initial reason behind the comments was about the much wider issue of lack of communication. We are fortunate in that Councillor English, as both a District and Parish Councillor does provide his regular updates, but it has been felt for some time that given we all have a responsibility towards our residents there is a need for greater collaboration or sharing of information. Our 4 District Councillors receive copies of our minutes and have a standing invitation to attend any of our meetings, or alternatively they are asked to provide a report.

It was reiterated that there is no requirement for District Councillors to attend Parish Meetings, which we understand but our position is quite simply that by working together and understanding each other's views we would hopefully be better placed to represent Felpham and its residents.

District Councillor David Edwards acknowledged this and gave a commitment that he would make every effort to attend more meetings in the future and/or to provide regular written reports.

**MC 190. BOGNOR REGIS GOLF CLUB DEVELOPMENT:** The outline application was submitted on 17<sup>th</sup> December with the application for the development for the new site expected to be lodged at the end of January. Felpham Parish Council will now wait to see the official application.

The council has received comments from residents about the proposed plans for the Golf Course. There is a link on our website to the proposed development, which includes advice about how residents themselves should make their own comments direct to the planning authority when the application is published.

This will no doubt be a subject that will be raised when we attend the next Farmers Market on Saturday March 12<sup>th</sup> where we plan to have our stand outlining the work of the Council. Councillors are asked to come forward and volunteer to help and engage with the public.

A report has been produced by the clerk outlining other Parish Council newsletters for the Projects Committee.

**MC 192. BUDGET SETTING (FOR PRECEPT SUBMISSION TO ARUN DISTRICT COUNCIL)**

Now submitted to Arun District Council ahead of 28<sup>th</sup> January 2022 deadline.

**From:** Claire Rowlands <Claire.Rowlands@arun.gov.uk>

Sent: 07 January 2022 17:13

**To:** Clerk <clerk@felphampc.gov.uk>

**Precept figure for Felpham Parish Council - Financial Year 2022/23**

I can confirm that the precept figure is **£115,138** and the Band D figure **£23.19**.

**PRECEPT: £115,138**

THIS EQUATES TO (BASED ON TAX BASE FIGURE OF £4965)

0% increase.

**MC 203. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:**

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

**MC 204. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:**

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

(i) **County Councillor John Charles:** no report or update had been received but it is understood that Councillor Charles was not able to attend due to ill health.

(ii) **District Councillor Gill Madeley (Felpham West)** – no report or update had been received.

(iii) **District Councillor Elaine Stainton** (Felpham West) - no report or update had been received.

(iv) **District Councillor David Edwards** (Felpham East)

- I'd like to inform the Council that ADC has made the following appointment. James Hassett was posted in as an Interim CEO originally but has now been appointed as our permanent CEO. He brings a wealth of experience, particularly in regeneration, and is also very keen to work for the benefit of the Council and the residents of Arun. I warmly welcome his appointment and am really looking forward to working with him.
- The golf club application (at time of writing) still has not been verified. There has been a lot of correspondence about this, the majority of which is vehemently against the proposal. As a Member of the Planning Committee, and now also the Planning Policy Committee, I have a place at the table where I can express my views and those of residents. I will also be able to vote on the application. Clearly, if I come out and make statements, or attend meetings and gatherings, I may be challenged at Committee for being either biased or pre-determined. This is why I have not commented on the proposal as yet. In the latest HEELA documentation published last Friday; the site has been deemed developable with a yield of 1045 houses. This has raised the question of what makes a previously undeliverable site developable? No answer has been received to this question but material considerations such as reduction in number of houses are taken into account. Arun District Council officers decide the yield.

Arun District Council are currently in presumption so no five-year planning supply. This does not take into account houses granted permission but not built. We currently do not have a three-year land supply, and this affects the weight given to the Neighbourhood Plan. Plans less than two years old will have more weight attached. Ours is older than this despite being reviewed but this can be challenged.  
**Clerk to produce evidence of review validated by Arun District Council.**

- The same can be said regarding the car parks. This item is due to come before my Committee on March 10<sup>th</sup> where a decision will be made. Committee will discuss and I expect that the recommendations will NOT be taken all together but taken individually. As the Chairman, I will propose this if no-one else does.
- I have been contacted by a resident of the village about the pedestrian safe haven crossing at Snooks Corner. I have raised the issue with WSCC Highways and am awaiting a response.
- I am sure you are aware that Cllr Charles is not very well and is unable to attend meetings currently. He is hoping to be able to attend in the near future. In the meantime, if there are any issues regarding County Matters, feel free to let me know and I will follow them up. I must stress that I am not a replacement for Cllr Charles, merely helping out. He hopes to be able to resume his duties soon and will update when he can.

**Councillor Anne Barker requested that a letter be sent to County Councillor John Charles wishing him well and hoping that he gets better soon. Clerk to send.**

**(v) District Councillor Paul English (Felpham East)**

Councillor Paul English, who was attending remotely, expressed his concern at the land banking that was increasing throughout the country and hoped that the government will move to outlaw this. Some 16000 planning permission applications had been approved by Arun District Council but not built (banked). Central Government regulations do not currently count these applications when calculating housing demand and setting targets.

Regarding the proposed changes to the car park, Councillor English felt that it was important for the parish council to put forward one person to speak at the meeting at Arun District Council where there would be no right to speak but the opportunity to ask a public question.

*How can you ask your question?*

*You must give written notice of your question which should be sent to [committees@arun.gov.uk](mailto:committees@arun.gov.uk) 5 working days prior to the date the meeting is scheduled to take place.*

*You are required to provide the following information within your email;*

*your name*

*address*

*email address*

*contact number*

*your specific question (please note that this is to be a question and not a statement)*

*state if you wish to ask your question yourself or have a member of the committee services team, ask it on your behalf*

*This is in case we need to contact you prior to the meeting or to follow up in writing with a more detailed answer after the meeting.*

*Questions will be dealt with on a 'first come, first served' basis. If you have multiple questions you may ask one question at a time and you will be allowed a maximum of 1 minute to ask your question. If there is sufficient time remaining the Chair will invite supplementary questions. The supplementary question must arise directly out of the original question or the reply that was given and shall be limited to 1-minute duration. The time limit for public questions will be 15-minutes, however the Chair has discretion to extend this period. If the 15-minutes of PQT runs out and is not extended, written answers will be provided to any further questions remaining unanswered.*

*Questions may be rejected by the Chief Executive/Chair if they:*

*are not relevant to matters for which the Council has responsibility, or which affect the District;*

*or maybe defamatory, frivolous or offensive;*

*or are substantially the same as a question put at a meeting in the past 6 months;*

*or would divulge, or require to be divulged, confidential or exempt information*

**Clerk to request an invitation for Glen Hewlett to attend the Arun District Council Environment Committee Meeting on 10th March 2022.**

**MC 205. BOGNOR REGIS GOLF CLUB DEVELOPMENT UPDATE (ARUN DISTRICT COUNCIL – APPLICATION VERIFICATION PENDING)**

Councillor Glen Hewlett commented that any views or thoughts need to be submitted individually and that the general public need to understand and engage with process. The Parish Council have been messaging on Felpham Matters to try to mobilise public to comment themselves and there is now a dedicated section on the front page of our website signposting where residents should go to comment. Google analytics show that this is currently the most visited section of our website. A step-by-step guide was also published in February’s edition of Felpham in Focus on how to comment.

It may be necessary to call an extraordinary Planning Committee meeting which has a single agenda item about the Golf Club proposals. Due to the amount of interest this may generate, and to ensure sufficient social distancing is available this may take place in the main hall. Due to the availability of the hall may be necessary to hold this meeting at the weekend. Any such meeting will be advertised in the same way as any Parish Council meeting and the public are welcome to attend. Work will not end with this application as it will then take several years to progress.

**MC 206. MATTERS OF URGENT PUBLIC IMPORTANCE:**

None

**MC 207. BUSINESS AT THE CHAIRMAN’S DISCRETION:**

Councillor Dave Smart drew councillors’ attention to the list of road closures previously circulated and planned for the coming months.

Councillor Dave Smart extended his thanks to Councillor Kevin Watson for the latest Felpham in Focus article on the planning committee.

Councillor Dave Smart advised that two meetings took place on Saturday regarding Fun on the Prom and the Tea Party. Notes of these meetings have been drafted and will go to the Projects Committee meeting.

The date of the upcoming Grant Awards evening will be Friday 22<sup>nd</sup> April 2022.

**Date of Next Meeting:** Tuesday 1<sup>st</sup> March 2022 at 18:15.

The Chairman closed the meeting at 8 p.m.

Approved.....Chairman

Date .....