

DRAFT SUBJECT TO THE APPROVAL OF MAIN COUNCIL MEETING
1st MARCH 2022

FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE
FINANCE & ADMINISTRATION COMMITTEE
HELD AT FELPHAM COMMUNITY HALL
ON TUESDAY 8th FEBRUARY 2022 AT 7.25 PM.

PRESENT: Councillors: Matthew Copeland, Paul English, Glen Hewlett, Ros Kissell, Graham Matthews & Kevin Watson.
Dave Smart (Ex Officio)

F 93. APOLOGIES FOR ABSENCE:

Councillor Gloria Moss.

F 94. DECLARATIONS OF INTEREST:

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

F 95. QUESTION TIME FROM MEMBERS OF THE PUBLIC:

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

F 96. TO RECEIVE THE MINUTES OF THE MEETING HELD ON 14th December 2021:

These were approved as a true and accurate record and had been agreed at Main Council on 4th January 2022 for ratification and adoption.

F 97. CLERK'S REPORT:

F71 (F55). Meeting with WSCC Highways with Dave Smart on 10th November (10.30am) to discuss potential Speed Mitigation initiatives, their locations and funding options. As a result, a traffic survey has been undertaken utilising S106 funds by WSCC Highways (see Road Safety and Traffic Mitigation Report November 2021) Awaiting results, delayed due to Firs Ave resident parking over road strips for 7 days.

<https://www.communityspeedwatch.org/FRONT-v2-Home.php>

"No one can obtain approval unless they have passed the theoretical training and quiz testing their new CSW knowledge. Subsequently, they will be contacted directly by either the police (new groups) or the local CSW group coordinator (new volunteers in already established groups).

Health & Safety, Code of Conduct, and Roadside Procedures are the cornerstones of the theoretical training that all new volunteers must complete with a 90% pass-rate before their application moves forward for serious consideration. The topics are presented in an easy-to-understand eLearning format, and the quiz at the end can be retaken until all questions are answered correctly."

We are still awaiting a response from Arun District Council giving details of the Road Traffic Survey results.

To: Kevin Moss <kevin.moss@westsussex.gov.uk>; Peter Bradley <Peter.Bradley@westsussex.gov.uk>

Cc: Lee Maskell <lee.maskell@westsussex.gov.uk>

Subject: Felpham Parish Road traffic survey

We are still awaiting a response from Arun District Council giving details of the Road Traffic Survey results.

Councillor Glen Hewlett will attend the Environment Committee meeting on Thursday 10th March 2022 regarding Car Parks, on behalf of Felpham Parish Council. In line with the requirement to submit questions in advance, Councillor Hewlett has drafted a question and this will come to Main Council in March for approval in order to speak on behalf of Felpham Parish Council. **Question to be submitted on 2nd March 2022 by the Clerk.**

Councillor Paul English was not aware of the requirement for the question to be one minute in length and requested that the Clerk write to Arun District Council to clarify the change of protocol and provide documentation.

Councillor Ros Kissell raised a concern that members of the public are parking in the green bay at the Felpham Corner Shop located at the traffic lights at the Junction of Felpham Road/Felpham Way. Reversing out of this space is causing a danger to other road users and pedestrians. Councillor Graham Matthews advised that this is checked on the CCTV and has been reported via Operation Crackdown.

F 98. CORRESPONDENCE/ANNOUNCEMENTS:

None.

F 99. COMMUNITY HALL REPORTS:

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

Councillor Kevin Watson felt that it would be helpful to have the budget figure for comparison. Councillor Matthew Copeland requested that future reports contain variance against budget and against previous year although these figures will have been affected by COVID.

Councillor Glen Hewlett advised that as the solar panels have now been in place for three years, a report will be produced following receipt of the bills in January. At this point battery storage and an electric boiler are not financially viable.

F 100. FINANCIAL ACCOUNTS OF THE COUNCIL FOR DECEMBER 2021/JANUARY 2022:

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 months of December 2021 and January 2022.

December 2021 approved
January 2022 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.

F 101. ROAD TRAFFIC MITIGATION SCHEMES FOR FELPHAM:

See Clerk's report.

F 102. CAR PARK CONTRIBUTIONS

Following discussion by Councillors, it was proposed by Councillor Dave Smart that Felpham Parish Council reserve the right to withhold any payment for provision of car parking within Felpham Parish car parks, located at Grassmere Parade and Links Avenue, at our discretion. This was seconded by Councillor Kevin Watson and unanimously agreed with one abstention by Councillor Paul English.

FP 103. PURCHASE OF NEW/REPLACEMENT DEFIBRILLATOR & REPLACEMENT BATTERY PURCHASE

The purchase of new defibrillator to be sited at a yet decided location within the parish and a replacement battery for the defibrillator at the Community Hall was proposed by Councillor Dave Smart and seconded by Councillor Kevin Watson. This was unanimously agreed by councillors. If each of the costs is over £1000 this will then go to Main Council for approval.

FP 104. POSITION OF TRUSTEE ON FELPHAM MEMORIAL VILLAGE HALL

A copy of the Trustee Deed had been circulated to all councillors. It was agreed that this has relevance and should continue unchanged to respect the essence in which the deed was originally created. This was proposed by Councillor Dave Smart, seconded by Councillor Glen Hewlett and unanimously agreed.

FP 105. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):

The Hall Assistant is currently revising the asset list in line with a RAG able and this will be added to the Xmap when complete.

F 92. DATE OF NEXT MEETING: Tuesday 8th March 2022 at 7.15 p.m.

The meeting closed at 8.20 p.m.

Approved.....

Date.....