

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 4TH APRIL 2023.**

PRESENT: Councillors: Dave Smart, Bob Budd, Matthew Copeland, Paul English, Mary Harvey, Michael Harvey, Glen Hewlett, Graham Matthews, Ros Kissell, Gloria Moss, Kevin Watson, Jaine Wild

MC 219. APOLOGIES FOR ABSENCE:

Councillors: Anne Barker, George Grundy

MC 220. ABSENCE WITHOUT APOLOGIES:

None

MC 221. 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 222. QUESTION TIME:

There was one member of the public present at the meeting. No questions or issues were raised.

MC 223. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

Councillor Glen Hewlett reported on three meetings that he had recently attended:

- NPPF & CIL Town and Parish Briefing 24 February 2023. Notes were circulated to all councillors. A sum of CIL money in the amount of £2075 is currently available to spend by Felpham Parish Council and the refurbishment of the KGV playground may be a suitable use of these funds which have to be spent within 5 years.
- Arun District Council Compliance meeting 24th March 2023. This was well attended by parish councils. Details of the new strategy were previously circulated and Councillor Hewlett outlined the four case priority levels. A potential breach of planning consent regarding parking spaces at 107 Felpham Way had recently been reported to Arun District Council and confirmation of an investigation by Arun District Council planning department has been received but we are unlikely to have an initial response for three months.
- A259 Consultation 24th March 2023. Works are scheduled to start in 2025/6 with the Oystercatcher roundabout now moved east and plans for Comet Corner to have toucan crossings. Councillor Hewlett drew planners' attention to the new crematorium and the fact that no details of this, or the potential new golf course, were shown on the proposals. The suggestion was that this may be a left hand turn only. **Clerk to place a link to the A259 website on the Felpham Parish Council website.**

MC 224. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 7TH MARCH 2023

The minutes were APPROVED as a true and accurate record.

MC 225. MATTERS ARISING/CLERK'S REPORT:

The Clerk's Report was distributed to councillors prior to the meeting and will be attached to the minutes.

Councillors discussed the new barbecues, one of the council's platinum jubilee projects, and whether separate risk assessments were required. The clerk advised that Arun District Council have already completed the risk assessments for this equipment. **Clerk to research whether there is a need for signage.**

MC 226. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

See Clerk's Report.

All other correspondence has been directed by the Clerk to the relevant committees.

MC 227. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

(i) County Councillor Jaïne Wild reported the following:

- The public enquiry - Chichester No.1 - Bognor Regis and Felpham (Addition of Public Footpaths)) Definitive Map Modification Order - started on 4th April and will continue until Friday.
- Councillor Jaïne Wild recently attended a two-day Climate Control briefing on behalf of West Sussex County Council via Teams.
- The proposed design of the Bognor Regis esplanade looks very promising although car parking spaces will be lost to accommodate electric charging points. Recycling bins along the promenade have been requested.
- TRO Drygrounds Lane – this is progressing and resurfacing of the road has taken place.
- Two electric charge points are planned in Felpham with feedback given to the consultation on the proposed location of these.
- **Councillor Jaïne Wild to forward Clerk links to solar/heat pump grants for the Felpham Parish Council website.**

Councillors discussed the fact that the new Premier Inn at Bognor will be using the public car park and that the coach car parking is also potentially being lost leading to possible parking issues in the area. **Councillor Jaïne Wild to investigate parking and report back.**

Councillor Graham Matthews advised councillors that the Solar Together project is now open and can be accessed via the West Sussex County Council website.

(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) – no report or update had been received.

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

Councillor Paul English updated councillors on recent Arun District Council meetings regarding the Council Tax.

Councillor Dave Smart drew councillors' attention to the misleading way in which the council's precept was displayed on this year council tax bills.

The bill as printed displayed our precept as “ -5% increase” which could easily be mistaken and misleading. This year we had achieved a 5% DECREASE in our precept.

Councillor Graham Matthews drew councillors' attention to the Arun District Council Special Planning Committee meeting scheduled for 28th June that will deal with possible strategic applications.

MC 228. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 14TH MARCH 2023.

The minutes were APPROVED by the members present of the Planning, Licencing and Neighbourhood Plan Committee as a true and accurate record.

MC 229. MATTERS ARISING/CLERK'S REPORT

Clerk to advise councillors of Planning Committee decisions and details of whether approved/refused when Arun Planning decisions are forwarded to councillors.

MC 230. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 14TH FEBRUARY 2023.

The minutes were APPROVED by the members present of the Finance and Administration Committee as a true and accurate record.

MC 231. MATTERS ARISING/CLERK'S REPORT

None

MC 232. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 21ST MARCH 2023.

The minutes were APPROVED by the members present of the Allotments and Open Spaces Committee as a true and accurate record.

MC 233. MATTERS ARISING/CLERK'S REPORT.

A127. Clerk to check progress of planned resurfacing works to PRoW 153 and confirm that the Conservation volunteers will be laying the aggregate.

A 124. Councillor Paul English advised councillors that car parking was restricted in King George V Recreation Ground due to the cycle path and potential damage that vehicles might cause.

MC 234. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS COMMITTEE DATED 21ST FEBRUARY 2023.

The minutes were APPROVED by the members present of the Projects Committee.

MC 235. MATTERS ARISING/CLERK'S REPORT

PR 112. KGV Playground equipment. The Clerk reported that Arun District Council officers had confirmed that a shelter could not be erected in the area due to resulting issues in neighbouring parishes when these were place. **Clerk to recirculate details of equipment suitable for teenagers to councillors.** Councillor Kevin Watson raised concerns regarding the lack of lighting in the area and queried whether this could be addressed.

PR 116. Councillor Jaine Wild enquired whether Bins had been approved for the Wishfield area and the clerk confirmed that a ticket for these had been raised by Arun District Council with no costs incurred, as they should have been provided by the developer.

Councillors noted the provision of a new defibrillator at the Memorial Hall and were advised by the member of public present that it had recently been used. Councillors also asked if there was a maintenance plan in place, which is carried out by qualified personnel. The member of public assured the council this was the case. **As the trustee from Felpham Parish Council at the Felpham Memorial Village Hall, Councillor Matthew Copeland was asked to confirm this was in place.** Councillor Dave Smart advised that he had made contact with the hall via Facebook to suggest that they may like to join the Felpham Resilience Group for the benefit of Felpham residents but as yet there had been no response.

Councillor Dave Smart confirmed that a meeting had taken place on Monday 4th April with the Community First Responders to discuss the first aid initiative and the defibrillator maintenance contract that will shortly be required to be renewed.

Councillor Paul English requested that the locations of all Felpham public use defibrillators be placed in noticeboards. **Clerk to obtain list and place in noticeboards where possible.**

MC 236. TO AGREE THE REMOVAL FROM COMMITTEE MINUTES OF “ TO RECEIVE THE MINUTES OF THE MEETING HELD ON” AND DECIDE ON REPLACEMENT TERMINOLOGY, MORE IN KEEPING WITH CURRENT GUIDELINES (THESE ARE AGREED AT EACH MAIN COUNCIL MEETING AND TO AGREE AGAIN AT COMMITTEE MEETINGS IS AN UNNECESSARY DUPLICATION)

The Clerk advised Councillors that Committee Chairs approve draft meeting minutes which then proceed to Main Council for approval by the relevant committee. Currently, this then appears again as an agenda item on the following month's committee meeting and the Clerk suggested that with over 60 meetings a year, this was an unnecessary duplication and should be removed from agendas moving forward. The Clerk's Report will remain on the agenda offering councillors updates and information on previous agenda items and actions.

Councillor Jaine Wild proposed that the agenda item 'To receive the previous month's minutes' be removed from committee agendas, subject to draft minutes being sent to committee chairs, minutes being approved by the respective committee members at Main Council and signed by the Chair of the committee meeting. This was seconded by Councillor Bob Budd and agreed by the majority of councillors.

MC 237. COMMUNITY HALL ROOF REPAIRS UPDATE AND AGREEMENT TO REPAIR (OVER £5000)

Councillors discussed the repairs required to the Community Hall roof. Councillor Matthew Copeland explained to councillors that the possibility of an insurance claim was being investigated by the RFO but that if this is not successful, it may be prudent to pre-approve a sum of money for roof repairs to expedite the process and avoid further damage.

RFO to send copies of all correspondence to councillors.

Councillor Bob Budd proposed that a sum of up to £8000 be approved for roof repairs and this was seconded by Councillor Gloria Moss. The majority of councillors approved this decision with two abstentions by Councillor Paul English and Councillor Kevin Watson.

MC 238. ELECTIONS TIMETABLE

Councillor Dave Smart advised Councillors that details of those councillors standing for election will be published by 4pm on 5th April.

MC 239. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 240. BUSINESS AT THE CHAIRMAN'S DISCRETION:

None

Date of Next Meeting: Tuesday 2nd May 2023 at 18.15 hrs.

The Chairman closed the meeting at 19.45 hrs

Approved.....Chairman

Date

MAIN COUNCIL CLERKS REPORT APR 2023

MC 215.

Agreement received from Conservation Society to erect bunting through the village subject to necessary approvals from WSCC. Forms have been completed and awaiting sign off from WSCC. Bunting will then be purchased.

Four additional commemorative benches with costs negotiated at a reduced rate, are due for delivery today. Two will be placed in King George V, one in Old Rectory Gardens and Arun District Council will fund and arrange installation of these. The final bench will be installed at the junction of Pennyfields on the green outside Bishop Tufnell School for parents and children to enjoy. Permission sought from WSCC who have authorised this site.

Grassmere Parade:

A number of residents have requested a commemorative plaque in the village near Grassmere Parade.

A mature flowering pear such as the Chanticleer Pear shown below could be planted behind the new noticeboard with permission from WSCC. The Conservation Society have agreed to plant this for us, and a coronation plaque could be placed beside this:



dead branch.

Flowers and Fruit:

In spring, usually around March, the tree produces a massive bloom of flower clusters on the tree's new growth. The flowers are roughly 2.5 centimeters in size, are a vibrant white with five petals, and have purple anthers. Flower clusters typically measure 7.5 centimeters across. The fruit are small, olive green, and look like tiny sprouting peas. The fruit appears later in summer and remains firmly attached to the tree for a few weeks before it begins to fall. Although bitter to taste for humans, birds and other wildlife love the fruit.

Maintenance:

The chanticleer pear can be planted and replanted at any stage of its life cycle because of its high adaptability. The tree thrives in full sunlight but will tolerate partial shade. Once the plant has established itself it requires little maintenance, apart from the removal of the occasional

NPT Inspector Clerks & Councillors Monthly online meeting Monday 6th March 2023

23 people attended (held by Neil Durkan)

Divisionally – Police have experienced a heavy demand on their resources this month due to high profile missing person, murder enquiry in Crawley and the investigation with the MET for the missing baby case.

Hub activity –

OPERATION CLAYTON – Drug harm, reduce drugs in local areas not county line

OPERATION BASTIAN – catch and convict principle aimed at petty crime i.e. shoplifting

OPERATION DOWNSWAY – Anti social vehicle speeding

OPERATION GALAXY – focus on Bognor Town Centre especially around the train station re engage with train station staff and local businesses. Included use of plain clothed officers....ongoing.

OPERATION BARNACLE – Based in Littlehampton improving visibility of a police presence.

OPERATION STAPLER – Sex for game workers (Ferring was highlighted)

OPERATION MANOR – Based in Chichester increased activity generally

React/ deploy/ respond – ongoing especially Yapton & Pagham

Emerging issues – Littlehampton High Street – low level ASB Gregs, Costa, Sainsburys etc
Rustington centre – extra activity
Yapton – general concern therefore additional visual presence
Pagham – subject to ongoing improvement

Other matters of note – PCSO recruitment, 27 initially expected to join June '23 however only 9 recruited for Chichester, Littlehampton as Chichester are struggling more than Arun

Community Engagement Plan – New meeting to build communication with particular area e.g.

- Faith and places of worship
- Race BAME communities
- LGBTI communities
- Disability and mental health
- Gypsy/ Romanian groups
- Older people

MC 204. Stage 1 Complaint by Felpham Parish Council

Response from Arun District Council Monitoring Officer circulated to all councillors.