

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF  
FELPHAM PARISH COUNCIL 4<sup>TH</sup> JULY 2023.**

**PRESENT:** Councillors: Emma Aylward, Antony Bassett, Bob Budd, Jacki Burton, Kirsty Halls, Tom Harty, Glen Hewlett, Russ Marsden-Sear, Graham Page, Jane Parker, Rick Parker, Jules Verhulpen, Pat Young

County Councillor: Jaine Wild

**MC 26. APOLOGIES FOR ABSENCE:**

Councillors: Steve Baker, Emma Carrick, Martin Harvey

**ABSENCE WITHOUT APOLOGIES:**

None

**MC 27. DECLARATIONS OF INTEREST:**

As Chairman of Felpham Village Memorial Hall, Councillor Russ Marsden-Sear declared an interest in item MC 43. As a committee member, Councillor Rick Parker also declared an interest in this item..

There were no other 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 28. QUESTION TIME:**

There were seven members of the public present. Although no questions were submitted in advance, the following questions were asked at the meeting:

1. In certain areas along the promenade stones have been left banked along the side. Will these be cleared?  
Councillor Glen Hewlett advised that this was the responsibility of Arun District Council and outlined the role of the Foreshore Officers. The stones are in place to protect the sea wall/promenade and as clearance is very expensive, these are not cleared when a high tide is anticipated.
2. A member of the public advised that an enquiry had previously been made to the office asking whether any advance payments had been made to Sussex Clubs for Young People who had now ceased trading and it had been confirmed that payments were only made for services in arrears.
3. A query regarding planning application FP/77/23/PL had been referred to the Head of Arun Planning for a response and this will be discussed further at the Planning and Licencing Committee meeting on 11<sup>th</sup> July.
4. Are there any plans to take action on speeding in the village?  
Councillor Russ Marsden-Sear and Councillor Rick Parker will shortly be attending Speedwatch training although a former lack of volunteers had been an issue particularly as Sussex Police stipulate the areas that can be monitored. Councillor Glen Hewlett advised that Sussex Police do not enforce the advisory 20mph limit. Councillor Bob Budd suggested a possible joint initiative with Middleton-on-Sea Parish Council.
5. The No Through Road sign is missing at Rife Way. How can this be reported?  
The Clerk advised that reports to Highways can be made at <https://www.westsussex.gov.uk/roads-and-travel/>
6. Will Resilience members as well as leads be invited to the meeting being held next week?

It was confirmed that at this stage only Resilience leads and councillors will meet.

**MC 29. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:**

Councillor Glen Hewlett advised councillors that he had recently attended the Rampion 2 Project Liaison Group meeting and that slides will shortly be circulated by the Clerk and added to the website page. Councillor Hewlett updated councillors on the latest developments.

**MC 30. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 6<sup>TH</sup> JUNE 2023**

The minutes were APPROVED as a true and accurate record.

**MC 31. CLERK'S REPORT:**

The Clerk confirmed that a potholes update from County Councillor Jaine Wild had been circulated to all councillors.

**MC 32. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:**

The Clerk outlined three main pieces of correspondence from residents:

1. A resident has suffered a bad fall on the step down in pavement levels outside the flower shop at Grassmere Parade. A request has been submitted to West Sussex County Council for a ramp or painted markings to demarcate the change in levels.
2. Complaints have been received from residents regarding the parking on double yellow lines at the top of Links Avenue and the road markings that have been missing since the surface was repaired. A report has been made to West Sussex County Council regarding the missing markings and contact is ongoing with Arun Car Parks regarding parking enforcement in the area.
3. A resident has expressed concern regarding the behaviour of Felpham Community College students at the bus stops near Downview Traffic lights. Contact has been made with the school and Councillor Russ Marsden-Sear will be attending a meeting with the Deputy Head Teacher.

**MC 32. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:**

- (i) **District Councillor Joan English** (Felpham East) – not present at meeting - no report this month.
- (ii) **District Councillor Tom Harty** (Felpham East) – no updates to report.
- (iii) **District Councillor Gill Madeley** (Felpham West) – not present at meeting - no report this month.
- (iv) **District Councillor Elaine Stainton** (Felpham West) – not present at meeting - no report this month.

(v) **County Councillor Jaine Wild** submitted the following report:

- Several complaints have been received and a petition is in place regarding the parking and traffic at Downview School. County Councillor Jaine Wild attended the area with the Area Highways Manager and a voluntary one-way system as well as a body cam for the lollipop lady have been suggested.
- County Councillor Jaine Wild is campaigning to have glyphosate banned in open spaces at Arun District Council.
- A recent Arun Locality Session was held with updates.
- Works to the bridge at Arun Leisure Centre resulted in the roots of a lime tree being compromised and fencing has now been positioned and an assessment made of the tree's health.
- The behaviour of Felpham Community College students at the Downview bus stop has been investigated although moving the stop is not a possibility.
- A review of Arun parking charges will shortly be taking place.

Councillor Bob Budd alerted councillors to the recent fire at Arun Leisure Centre And the impact that this has had on traffic.

**MC 33. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 13<sup>TH</sup> JUNE 2023.**

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

**MC 34. CLERK'S REPORT**

No updates to report.

**MC 35. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 13<sup>TH</sup> JUNE 2023.**

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

**MC 36. CLERK'S REPORT**

No updates to report.

**MC 37. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS AND OPEN SPACES COMMITTEE DATED 20<sup>TH</sup> JUNE 2023.**

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

**MC 38. CLERK'S REPORT**

The Clerk reported that a number of complaints have been received regarding lack of maintenance to Felpham footpaths which have been reported to the officer at West Sussex County Council who have confirmed that the summer clearance programme has been reduced this year. It is important that residents report these issues directly via <https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/> as these reports are allocated numbers and reporting will encourage remedial action. An email discouraging the use of glyphosate in Arun parks and Open Spaces has been sent to Arun District Council officers.

**MC 39. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS AND RESILIENCE COMMITTEE DATED 20TH JUNE 2023.**

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

**MC 40. CLERK'S REPORT**

The Clerk confirmed that contact had been made with Property Estates at Arun District Council requesting removal of all/sections of railings at the Western Greensward. They had advised that *'As the fence was erected to stop dogs fouling the area, it was thought that removing small sections of fencing would only make matters worse, as the owners would be even less likely to walk round to clear up. Unfortunately, as we are in a no-win situation where it is impossible to please everyone, it has been decided that no further action be taken'*.

**MC 41. BOGNOR REGIS GOLF CLUB: TO APPROVE STATEMENT FOR ARUN DISTRICT COUNCIL PLANNING**

This statement was circulated to all councillors in advance of the meeting and Councillor Glen Hewlett outlined the details of this.

**Councillor Rick Parker proposed that councillors approve the Felpham Parish Council statement for Arun District Council Planning. This was seconded by Councillor Graham Page and unanimously agreed.**

**MC 42. TO APPROVE THE FELPHAM PARISH COUNCIL SOCIAL MEDIA POLICY.**

Councillor Russ Marsden-Sear advised councillors that following approval of the Felpham Parish Council Social Media Policy it is proposed that a Felpham Parish Council Facebook Page be created that is informative but not interactive.

**Councillor Jane Parker proposed that councillors approve the Felpham Parish Council Social Media Policy. This was seconded by Councillor Bob Budd and unanimously agreed.**

**Councillor Bob Budd proposed that councillors approve the creation of a Felpham Parish Council Facebook page. This was seconded by Councillor Kirsty Halls and unanimously agreed.**

**MC 43. EMERGENCY GRANT APPLICATION 1ST FELPHAM SEA SCOUT GROUP**

Having previously declared an interest in this item, Councillor Russ Marsden-Sear and Councillor Rick Parker advised that although this emergency grant request was for a piece of equipment that did not appertain to the Memorial Hall, they intended to leave the room during the discussion on this item and would not be taking part in a vote. **Councillor Jane Parker proposed that Councillor Glen Hewlett chair this item, and this was seconded by Councillor Kirsty Halls and unanimously agreed.**

Councillor Glen Hewlett advised the remaining councillors that, as outlined in the paperwork previously circulated, an emergency grant request had been received from the 1<sup>st</sup> Felpham Sea Scouts Group for repairs to their safety boat. Councillors were keen to support a local group and discussed the request and whether this should be match-funded. Following discussion, it was decided that in this instance match funding may not be appropriate but that in the future, this would be a criterion for consideration and would be considered during the Working Party meetings regarding the new Grants process.

**Councillor Glen Hewlett proposed that councillors approve payment from General Reserves for the emergency grant request of £700 from 1<sup>st</sup> Felpham Sea Scout Group. This was seconded by Councillor Bob Budd and unanimously agreed.**

**MC 44. WORKING PARTY MEETINGS IN AUGUST**

Councillor Russ Marsden-Sear outlined three Working Party meeting dates in August:

Tuesday 1<sup>st</sup> August 6.15pm **All Councillors** – Fun on the Prom Working Party.

Tuesday 8<sup>th</sup> August 6.15pm Fun on the Prom site visit for councillors setting up.

Tuesday 29<sup>th</sup> August 6.15pm **All Councillors** - The Way Forward Working Party.

**MC 45. MATTERS OF URGENT PUBLIC IMPORTANCE:**

County Councillor Jaine Wild enquired whether councillors had made a decision on whether to support the proposed speed cushions in Firs Avenue. The Clerk advised that a request had been made for details of the dimensions of these to check that they were wider than those installed in Downview Road which had little effect on traffic speed as they could so easily be straddled by vehicles. **County Councillor Jaine Wild to follow this up and request a response.**

Councillor Bob Budd advised that he had had a meeting with Felpham Community College who could accommodate cars in their car park during Fun on the Prom but would need a decision prior to the end of term so that the gates could be unlocked by the Site Manager. **Councillor Russ Marsden Sear to meet with Councillor Bob Budd to discuss and arrange parking during the event.**

**MC 46. BUSINESS AT THE CHAIRMAN'S DISCRETION:**

Councillor Russ Marsden-Sear advised councillors and members of the public that the new council welcomed scrutiny and would operate in an open and transparent manner. However, it was felt that recently there had been unfair scrutiny with a Code of Conduct complaint made that, if the minutes of the meeting had been read correctly, should not have been lodged. Councillor Russ Marsden-Sear reminded councillors of the impeccable behaviour expected of councillors both inside and outside of meetings when representing Felpham Parish Council.

A member of the public and ex councillor commented that many ex-councillors are attending meetings out of genuine interest and a willingness to help and that they appreciated the opportunity given to speak.

Councillor Russ Marsden-Sear closed the meeting by thanking councillors and the public for their input.

**Date of Next Meeting:** Tuesday 5<sup>th</sup> September 19:00 hrs.

The Chairman closed the meeting at 19.30 hrs

Approved.....Chairman

Date .....