

**DRAFT SUBJECT TO THE APPROVAL OF THIS COMMITTEE AT THE MAIN  
COUNCIL MEETING OF 4<sup>TH</sup> JUNE 2024**

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE  
FINANCE & ADMINISTRATION COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL  
ON TUESDAY 14<sup>TH</sup> MAY 2024 AT 5.30 PM.**

**PRESENT: Chair: Councillor Glen Hewlett    Vice Chair: Councillor Russ Marsden-Sear  
Councillors: Emma Aylward, Antony Bassett, Bob Budd, Kirsty Halls  
Councillor: Pat Young (Ex Officio)**

**F 1.    NOMINATION OF CHAIR OF THE COMMITTEE 2024/25**

**Councillor Russ Marsden-Sear nominated Councillor Glen Hewlett as Chair of the Finance and Administration Committee. This was seconded by Councillor Kirsty Halls and unanimously agreed.**

**F 2.    APOLOGIES FOR ABSENCE:**

Councillor Jules Verhulpen

Councillor Steve Baker has resigned from the committee with immediate effect and will no longer be participating in the committee.

Councillor Steve Baker and Councillor Rick Parker have requested that they be removed As bank signatories with immediate effect.

**F 3.    DECLARATIONS OF INTEREST:**

None

**F 4.    NOMINATION OF VICE CHAIR OF THE COMMITTEE 2024/25**

**Councillor Emma Aylward nominated Councillor Russ Marsden-Sear as Vice Chair of the Finance and Administration Committee. This was seconded by Councillor Antony Bassett unanimously agreed.**

**F 5.    QUESTION TIME FROM MEMBERS OF THE PUBLIC:**

None

**F 6. RFO/CLERK'S REPORT:**

Felpham Car Parks: It was confirmed by Arun District Council that there is currently no go-live date for the new parking restrictions. As soon as update is available, Felpham Parish Council will be advised and details available on the ADC website and within the two car parks.

If a ticket is obtained for a free parking stay, motorists can come and go during this time as long as the ticket is retained and displayed each time upon parking. Once the free parking period has expired, the applicable no return period will apply.

**F 7. CORRESPONDENCE/ANNOUNCEMENTS:**

None

**F 8. TO APPROVE THE EXECUTIVE COMMITTEE REMIT OF THE FINANCE AND ADMINISTRATION COMMITTEE**

**Councillor Rus Marsden-Sear proposed that councillors approve the Executive Committee Remit of the Finance and Administration Committee. This was seconded by Councillor Glen Hewlett and unanimously agreed.**

**F 9. COMMUNITY HALL REPORTS:**

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

The RFO confirmed that the Community Hall window had been smashed and was now repaired.

Councillors discussed dog fouling in the MUGA and areas around the Community Hall.  
**Clerk to check whether Arun District Council have a Dog Warden.**

The annual internal audit will take place on Thursday.

**F 10. FINANCIAL ACCOUNTS OF THE COUNCIL FOR APRIL 2024:**

These were circulated 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 April 2024.

**It was RESOLVED that the accounts as presented, be approved as a true and accurate record and that bank balances were agreed against reconciliation and to recommend to Main Council the expenditure as shown on the report.**

**F 11. TO AGREE THE FORMATION OF A ST. MICHAEL'S ISLAND/HORSEFIELD WORKING PARTY**

The RFO advised that now the field was dry, a drainage inspection will be commissioned to ascertain the presence of drainage and investigate how this has come to be blocked. A decision on future letting can then be discussed. A working party will not be formed at this point.

**F 12. TO AGREE TO RE-APPOINTMENT OF THE INTERNAL AUDITOR MULBERRY AND CO FOR 2024/25**

**Councillor Russ Marsden-Sear proposed that councillors agree the reappointment of the Internal Auditor Mulberry & Co for 2024/25. This was seconded by Councillor Kirsty Halls and unanimously agreed.**

**F 13. FELPHAM CAR PARKS**

Councillor Russ Marsden-Sear advised the committee that the Felpham petitions were rejected as they did not contain details of postcodes. The whole consultation process is now being challenged and a complaint has gone to the Ombudsman.

The minutes of the Full Council meeting at Arun District Council where the car parks were discussed are not yet available. These will be reviewed and come back to committee.

**F 14. PROVISION OF CONTINUED LOBBY USE FOR WEEKLY CRAFTERNOON.**

The RFO advised councillors that Crafternoon – a legacy project of Together Arun (part of Worthing Homes) has a social group of 8/10 people that would like to continue to use the lobby area on a Thursday afternoon 1-3pm free of charge.

**Councillors agreed that this was a positive community engagement and RESOLVED to approve continued provision of the lobby area for weekly Crafternoon.**

**F 15. TO AGREE DONATION OF UNUSED COUNCILLOR ALLOWANCES.**

Councillors Emma Aylward and Jules Verhulpen requested approval to donate their unused councillor allowances to the Felpham Belles for bonding blankets and cat rescue.

Councillors Kirsty Halls and Antony Bassett requested approval to donate their unused councillor allowances to the PDSA.

**Councillors RESOLVED to approve the requested donations of unused councillor allowances.**

**F 16. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN):**

Councillor Glen Hewlett drew councillors' attention to the letter that had been sent to Arun District Council regarding the Water Southern Water signage (attached to minutes).

**Councillor Glen Hewlett expressed his disappointment that following the Annual Parish Council Meeting, five councillors had resigned from all committees and would now only be attending Main Council meetings. The majority of council work is carried out at committee level and membership of two committees was always an expectation. These committee resignations mean that councillors who were elected to serve residents, would not be carrying out their roles effectively, or working for the benefit of residents. Complaints had also been received from members of the public who were equally disappointed by the behaviour exhibited by these five elected officials.**

**Other councillors also commented that residents would still be paying from their precept towards these councillors' allowances which would now be taken with no committee input.**

**It was felt that resignation from Felpham Parish Council by these councillors would allow other residents, who were keen to serve Felpham, to stand in their place.**

**It was agreed that resignation from all committees automatically disqualified councillors from joining Working Parties.**

The meeting closed at 6.10pm.

**DATE OF NEXT MEETING: Tuesday 11<sup>th</sup> June 2024 at 5.30 pm**

Approved.....

Date.....

**Letter to Arun District Council regarding new water quality signage at Felpham Promenade**

Dear all

Felpham Parish Councillors have asked me to write to you to complain in the strongest terms regarding the location chosen for the new water pollution signage at Felpham Beach which has been undertaken with absolutely no consultation. We have received a considerable number of complaints from residents regarding the positioning of this signage and you may also be aware of the comments from residents on social media. Jaine Wild, West Sussex County Councillor, has also indicated that she is in support of our concerns.

This LED sign has been installed, with the location chosen by officers with no consultation with residents. Felpham Parish Council were assured, following the public outcry after the installation of the railings around the greensward, that there would always be future consultation and such a situation would not be allowed to occur again. The signage is larger than the unobtrusive sign that was previously in place and you will see from the attached images that it has been placed in direct sight line of the sea, spoiling the view from the very busy tourist area at the top of Blakes Road. Anyone looking at the monument then looks up to a view of a red LED sign blocking the sea and informing them of water pollution. This has also, we understand, been funded by Southern Water who are responsible for much of the pollution entering the water.

In addition to this, the solar panel has been placed close to the shingle. A storm throwing rocks up, or children playing with stones on the beach will immediately smash this, rendering it inoperable.

Felpham Parish Council would support signage advising of pollution and using solar power. Moving this sign would be relatively inexpensive as it is solar powered and we would suggest that an alternative situation such as next to the bike rack by the beach huts would still mean that the solar panel can be correctly angled, there would be far less chance of damage, and residents would not have their view ruined.

Before your press release is issued, we formally request that the sign is moved.

We look forward to your response.

Kind regards

Nicola Meaney

Clerk to Felpham Parish Council