

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 4TH JUNE 2024.**

PRESENT:

Chair: Councillor Russ Marsden-Sear

Councillors: Emma Aylward, Steve Baker, Antony Bassett, Bob Budd, Kirsty Halls, Graham Page, Jane Parker, Rick Parker

County Councillor: Jaine Wild

MC 21. APOLOGIES FOR ABSENCE:

Councillors: Jacki Burton, Emma Carrick, Tom Harty, Martin Harvey, Glen Hewlett, Jules Verhulpen, Pat Young

MC 22. DECLARATIONS OF INTEREST:

None

MC 23. QUESTION TIME:

None

MC 24. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

None

MC 25. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 7TH MAY 2024.

The minutes were APPROVED as a true and accurate record.

MC 26. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 7TH MAY 2024.

The minutes were APPROVED as a true and accurate record.

MC 27. CLERK'S REPORT:

None

MC 28. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

The Clerk outlined correspondence:

- Letters of thanks for grant payments received.
- Emails from residents unhappy with the new water quality signage at Felpham beach.

MC 29. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

- (i) **District Councillor Joan English** (Felpham East) – Not present at meeting and no reports received.
- (ii) **District Councillor Tom Harty** (Felpham East) Councillor – Not present at meeting and no reports received.
- (iii) **District Councillor Gill Madeley** (Felpham West) - Not present at meeting and no reports received.
- (iv) **District Councillor Elaine Stainton** (Felpham West) - Not present at meeting and no reports received.
- (v) **County Councillor Jaine Wild** submitted the following report:
 - WSCC are running a campaign to assist the return of hospital equipment. Recycling centres will now collect unwanted items.
 - Downview School – meetings are ongoing regarding traffic calming measures.
 - Travellers at KGV - meetings have been held with WSCC and improved barriers are a possibility.
 - A meeting is scheduled with Southern Water on Friday 7th June.
 - Digital Inclusion Access and Safety – libraries can assist residents who are experiencing issues.
 - 4M additional funding has been announced for highways. Bus stop
 - Greening of Felpham

MC 30. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 14TH MAY 2024

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

MC 31. CLERK'S REPORT

Dave Smart (FERG Joint Lead) provided a FERG (Felpham Emergency Resilience Group) update including details of all training that has been undertaken and that is planned.

MC 32. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS AND OPEN SPACES COMMITTEE DATED 9TH APRIL 2024 AND 14TH MAY 2024

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

MC 33. CLERK'S REPORT

None

MC 34. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS AND COMMUNITY INVOLVEMENT COMMITTEE DATED 14TH MAY 2024

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

MC 35. CLERK'S REPORT

None

MC 36. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE DATED 14TH MAY 2024

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

MC 37. CLERK'S REPORT

None

MC 39. UPDATE FROM PCSO JUSTY GRANT

Felpham PCSO Justy Grant provided an update to councillors and answered resident and councillor questions on policing in Felpham.

A resident requested details of the number of frontline police officers on duty in West Sussex and this information will be made available to the Clerk in due course.

MC 40. ANNUAL AUDIT REPORT AND AGAR (ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN)

The internal report was carried out on 16th May and will now be sent to the external auditor and independently audited. All documentation had been circulated to councillors in advance of the meeting and was explained in detail by the Clerk.

Councillor Bob Budd proposed that councillors accept and approve the Annual Audit Report and AGAR. This was seconded by Councillor Rick Parker and unanimously agreed.

MC 41. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT SECTION 1

Councillor Bob Budd proposed that councillors approve the Annual Governance Statement Section 1. This was seconded by Councillor Graham Page and unanimously agreed.

MC 42. TO APPROVE THE ACCOUNTING STATEMENTS 2023/24 SECTION 2

Councillor Bob Budd proposed that councillors approve the Annual Governance Statement Section 2. This was seconded by Councillor Antony Bassett and unanimously agreed.

MC 43. TO APPROVE NEW BANK SIGNATORIES FOR ALL FELPHAM PARISH COUNCIL BANK ACCOUNTS AS LISTED ON THE SIGNATORIES MANDATE AFTER REQUESTED REMOVAL BY CLLRS STEPHEN BAKER AND RICK PARKER.

Councillor Rick Parker proposed that councillors approve the new bank signatories for all Felpham Parish Council bank accounts as listed on the signatories mandate. This was seconded by Councillor Bob Budd and unanimously agreed.

MC 44. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE TO AWARD UNCLAIMED COUNCILLOR ALLOWANCES AS GRANTS TO GOOD CAUSES.

Councillor Rick Parker requested further information on the status of unclaimed councillor allowances and requested that this be an agenda item at the next Main Council Meeting.

Councillor Kirsty Halls proposed that councillors ratify the decision of the Finance and Administration committee to award unclaimed councillor allowances as grants to good causes. This was seconded by Councillor Bob Budd and unanimously agreed.

MC 45. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 46. BUSINESS AT THE CHAIRMAN'S DISCRETION:

Councillor Bob Budd proposed that councillors grant a three month leave of absence to Councillor Martin Harvey from council meetings/business taking effect from 4th June 2024. This was seconded by Councillor Jane Parker and unanimously agreed.

The Allotments and Open Spaces meeting next week will be cancelled. Projects and Community Involvement Committee will commence at 6pm and Planning, Licensing and Neighbourhood Plan Committee at 6.45pm.

Date of Next Meeting: Tuesday 2nd July 2024 6.15pm – St. Mary’s Centre,
Grassmere Close

Approved.....Chairman

Date