

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 3RD SEPTEMBER 2024.**

PRESENT:

Chair: Councillor Russ Marsden-Sear, Vice Chair: Councillor Pat Young
Councillors: Bob Budd, Jacki Burton, Kirsty Halls, Glen Hewlett, Graham Page, Jane Parker,
Rick Parker

County Councillor: Jaine Wild

MC 67. APOLOGIES FOR ABSENCE:

Councillors: Emma Aylward, Steve Baker, Antony Bassett, Emma Carrick, Tom Harty, Martin Harvey, Jules Verhulpen

MC 68. DECLARATIONS OF INTEREST:

None

MC 69. QUESTION TIME:

None

MC 70. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

None

MC 71. CHAIRMAN'S REPORT

No report

**MC 72. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
THE MAIN COUNCIL MEETING HELD ON 2ND JULY 2024.**

The minutes were APPROVED as a true and accurate record.

MC 73. CLERK'S REPORT:

The Clerk advised that the recent FOI request to Southern Water made on behalf of a resident had received a response stating that 'We want to be as open as possible in answering requests, and to help people obtain the information they are looking for. Unfortunately, in this case of the above 4 questions the amount of information you have requested is substantial. Gathering it together would therefore be likely to involve a significant cost and diversion of resources from Southern Water's other work. This could mean that we might have to charge you for the work involved, or even have to refuse the request'

MC 74. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

None

MC 75. 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:
 - There are issues with dog bins not being emptied. ADC have now set up a four-digit code which is displayed on bins, but the reporting system only accepts three digits.
 - There have been numerous fires on the land north of Downview School caused by teenagers taking furniture from FCC and burning this. PCSOs attended and worked proactively with families - formal letters and visits have been made to those involved.
 - A resident has raised concerns regarding speeding in Whitelands.
 - A TRO request for double yellow lines in Manor Close will be investigated shortly.
 - Firs Avenue – two residents were dissatisfied with the speed bumps, but these are the WSCC approved design.
 - Additional beach huts – comments have been made by Councillors Glen Hewlett/Graham Page on behalf of the Planning Committee to ADC which will be supported.
 - WSCC have now appointed the Bognor esplanade contractor.
 - Enhanced security measures have been added at KGV to deter travellers. A letter was sent to Katy Bourne, Police and Crime Commissioner for Sussex regarding lack of police action to deter travellers, but no response has been received.
 - A public meeting will shortly be held regarding Blake's Cottage.
 - Worms Wood – no further measures will be introduced here.
 - A meeting is planned regarding car parking charges.

The Clerk enquired regarding the lack of cutting/maintenance to the footpath running behind Downview School. **County Councillor Jaine Wild to investigate**

Councillor Glen Hewlett enquired whether there were any updates on proposed works to the A259 in light of cancellation to planned A27 upgrade. **County Councillor Jaine Wild to investigate.**

MC 76. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 2ND JULY 2024

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

MC 77. CLERK'S REPORT

The Clerk advised that an increasing number of local groups are requesting that notices are displayed on our boards and that this is becoming difficult to manage. Ongoing, only parish notices will be displayed. The noticeboards will be added to upcoming finance agendas.

MC 78. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS AND OPEN SPACES COMMITTEE DATED 9TH JULY 2024

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

MC 79. CLERK'S REPORT

The Clerk reported that replacement fencing has now been installed at the side of the allotments and that the contractor completed the works to a high standard with compliments received from plot holders.

MC 80. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS AND COMMUNITY INVOLVEMENT COMMITTEE DATED 9TH JULY 2024

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

MC 81. CLERK'S REPORT

None

MC 82. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE DATED 9TH JULY 2024

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

MC 83. CLERK'S REPORT

Councillor Glen Hewlett advised that planning decisions made in August will be recorded in the September planning minutes. All councillors were invited to attend the next planning meeting where there will be a disabled allotment and glasshouse project presentation.

MC 84. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE MEETING TO APPROVE THE GRANT AWARDS.

Councillor Bob Budd proposed that councillors ratify the decision of the Finance and Administration Committee meeting to approve the Grant Awards. This was seconded by Councillor Pat Young and unanimously agreed.

MC 84. MEETING TIMES

Councillor Russ Marsden-Sear proposed the change of meeting dates to the following:

First Tuesday of each month: Finance and Administration 5.30pm, Main Council 6.15pm, Planning, Licensing & Neighbourhood Plan 7pm

Second Tuesday of each month: Projects and Community Involvement 6pm, Allotments and Open Spaces once a quarter commencing in September at 6.45pm.

This was seconded by Councillor Rick Parker and unanimously agreed.

MC 85. BUDGET SETTING PROCESSES

The RFO explained the annual budget setting process which forms a legal document to request a precept. Any increase/decrease must be accounted for. Committees approve their budgets over the next two months, and this is approved and ratified by the Main Council in December for submission to Arun District Council.

This will form an agenda item for forthcoming meetings.

The Felpham Parish Council internal audit is scheduled to take place in October.

Election costs have been requested by Arun District Council of £22,000 which will be taken from earmarked reserves held for this purpose, but these will now need to be replaced and so careful consideration will need to be made regarding any additional spending by each committee.

MC 86. CODE OF CONDUCT

It was proposed by Councillor Russ Marsden-Sear and seconded by Councillor Glen Hewlett that this item be closed to the public (Public Bodies (Admission to Meetings) Act 1960 and Local Govt Act 1972 7.6 (b) ss 100 and 102) due to its confidential and contractual sensitivity. This was unanimously agreed.

Councillor Glen Hewlett chaired a discussion regarding expectations of councillors in relation to the Code of Conduct.

MC 87. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 88. BUSINESS AT THE CHAIRMAN'S DISCRETION:

None

Date of Next Meeting: Tuesday 1st October 2024 6.15pm

Approved.....Chairman

Date