

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 3RD JUNE 2025**

PRESENT:

Chair: Councillor Russ Marsden-Sear

Vice Chair:

Councillors: Steve Baker, Bob Budd, Tom Harty, Gloria Moss, Graham Page, Jane Parker, Rick Parker,

MC 19. APOLOGIES FOR ABSENCE:

**Antony Bassett, Kirsty Halls Glen Hewlett, Emma Aylward, Jules Verhulpen,
Pat Young**

MC 20. DECLARATIONS OF INTEREST:

None

MC 21. QUESTION TIME:

There were 4 members of the public present.

Cllr Rick Parker asked why Chair / Cllr Russ Marsden-Sear had not responded to Cllr Steve Bakers email, Chair Russ Marsden Sear explained that he had been advised not to by authorities dealing with a formal complaint regarding the content of the email.

MC 22. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

MC 23. CHAIRMAN'S REPORT

RMS had attended VE celebrations in the village and congratulated Felpham Village Conservation Society HISTORY group, which culminated in the unveiling of the memorial plaque

This month Chair Russ Marsden Sear and WSCC Cllr Jaine Wild will be meeting the Bishop and will be attend Bognor Regis Armed Forces Day , A display on 21st June 2.25pm with spitfire flyover

MC 24. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 6TH MAY 2025

The minutes were unanimously APPROVED as a true and accurate record.

MC 25. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 6TH MAY 2025

The minutes were unanimously APPROVED as a true and accurate record.

MC 26. CLERK'S REPORT: None

MC 27. GENERAL CORRESPONDENCE/ANNOUNCEMENTS: None

MC 28. 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) – devolution had been continuing but nothing new to report – the latest update had been circulated to councillors
- (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:
Called out to Kingsmead where the fence overlooking the Rife had disappeared, enquiries led to discover it belonged to nobody so Jaine Wild would be looking for groups to replace it, A car was in the ditch opposite Worms Wood, police and highways had been contacted. New litter bin on KGV. An enforcement notice had been issued on owner of Rabbit Island to reduce fence to 1m, Asset of Community Value Folder passed to Clerk for action

44767 potholes repaired in WSCC, 2799 signs cleaned 123000 gullies emptied

MC 29. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 13TH MAY 2025.

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

MC 30. CLERK'S REPORT

none

MC 31. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE DATED 13TH MAY 2025.

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

MC 32. CLERK'S REPORT

none

- MC 33. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 13TH MAY 2025.**

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

- MC 34. CLERK'S REPORT**
none

- MC 35. TO RECEIVE AND CONSIDER THE INTERNAL AUDITOR'S REPORT.**

This was previously circulated, the RFO fully explained the report to Cllrs and took questions

- MC 36. TO REVIEW THE EFFECTIVENESS OF FELPHAM PARISH COUNCIL'S SYSTEM OF INTERNAL CONTROL.**

This was previously circulated, the RFO fully explained the independent Auditors report and the Parish's financial processes to Cllrs

- MC 37. ANNUAL AUDIT REPORT AND AGAR (ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN)**

The independent internal report was carried out on 15th 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 RFO.

Councillor Gloria Moss proposed that councillors accept and approve the Annual Audit Report and AGAR. This was seconded by Councillor Robert Budd and unanimously agreed.

- MC 38. TO APPROVE THE ANNUAL GOVERNANCE STATEMENT SECTION 1**
Councillor Steve Baker proposed that councillors approve the Annual Governance Statement Section 1. This was seconded by Councillor Robert Budd and unanimously agreed.

- MC 39. TO APPROVE THE ACCOUNTING STATEMENTS 2024/25 SECTION 2**
Councillor Steve Baker proposed that councillors approve the Annual Governance Statement Section 2. This was seconded by Councillor Robert Budd and unanimously agreed.

- MC 40. TO DECLARE A VACANCY**

In the event of a casual vacancy occurring, public notice must be given by the Parish Council, in accordance with Section 87(2) of the Local Government Act 1972. The notice must state the reason for the vacancy (i.e. resignation, death, failure to attend meetings for a period of six months, or disqualification).

Councillors resolved to declare a vacancy in the West Ward of Felpham Parish Council due to the non-attendance of Councillor Martin Harvey.

MC 41. MATTERS OF URGENT PUBLIC IMPORTANCE: none

MC 42. BUSINESS AT THE CHAIRMAN'S DISCRETION: none

Meeting closed at : 18.54

Date of Next Meeting: Tuesday 8th July 2025 6.15pm

Approved.....Chairman

Date