

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 7TH OCTOBER 2025**

PRESENT:

Chair: Councillor Russ Marsden-Sear
Vice Chair: Councillor Pat Young
Councillors: Antony Bassett, Kirsty Halls, Tom Harty, Glen Hewlett, Gloria Moss,
Graham Page, Jane Parker, Rick Parker, Russ Parkinson, Dave Smart
County Councillor Jaine Wild

MC 75. APOLOGIES FOR ABSENCE:

Councillor Emma Aylward, Bob Budd, Jules Verhulpen
Councillors noted Councillor Gloria Moss and Councillor Dave Smart's request to leave the meeting early.

MC 76. DECLARATIONS OF INTEREST:

None

MC 77. QUESTION TIME:

There were four members of the public present.

MC 78. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

Councillor Glen Hewlett updated councillors on the Rampion 2 development.
Details are available on the Felpham Parish Council website.

MC 79. CHAIRMAN'S REPORT

Councillor Russ Marsden-Sear advised councillors of the work to stage the Freaky Felpham Halloween Event. Tickets are selling fast particularly for the 2pm session with 130 tickets having already been sold. The theme this year is Harry Potter.

The Projects Committee are also commencing work on the Fun on the Prom event for next year with a provisional date of 8th August 2026.

**MC 80. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
MAIN COUNCIL MEETING 9TH SEPTEMBER 2025**

Councillors voting to approve the minutes: Councillors Antony Bassett, Kirsty Halls, Tom Harty, Glen Hewlett, Russ Marsden-Sear, Graham Page, Pat Young.
Councillors Jane Parker and Rick Parker voted against approval of the minutes.
The minutes were APPROVED as a true and accurate record.

MC 81. CLERK'S REPORT

The Clerk advised councillors that the co-option vacancy will now be advertised with a closing date agreed for four weeks after the advert is placed in noticeboards. The application for the Asset of Community Value has been placed with Arun District Council.

MC 82. GENERAL CORRESPONDENCE

None

MC 83. 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 Tom Harty expressed his disappointment at the undercurrent within council meetings. Two councillors had left prior to the meeting due to the actions of a councillor. Councillor Harty reminded councillors that they are present for the benefit of the residents who have voted them in and to represent Felpham. Residents requested further updates during the Main Council meeting of work undertaken by the Parish Council each month.
- (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:
 - Concerns have been raised by residents Acorns blocking gullies.
 - An oak tree in New Barn Lane has been inspected by WSCC
 - The trees felled along the A259 have been cleared in connection with the proposed roundabout and housing.
 - Contact has been made with Felpham Community College regarding the litter left by students in the footpath.
 - Following devolution meetings, WSCC voted to approve Option A – a single unitary council
 - A TRO has been approved in Flansham Lane and has also been considered by Felpham Parish Council who have given their support.
 - A barrier is now in place at King George V recreation round to stop unauthorised access.
 - Concerns have been raised with WSCC regarding school transport.

MC 84. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 9TH SEPTEMBER 2025.

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

MC 85. CLERK'S REPORT

The Clerk reported that the noticeboard for the Southdowns Pub has been ordered.

The seafront solar lights will be repaired and painted in the coming weeks.

MC 86. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE DATED 9TH SEPTEMBER 2025.

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

MC 87. CLERK'S REPORT

None

MC 88. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 23RD SEPTEMBER 2025

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

MC 89. CLERK'S REPORT

The Clerk reported that Fun on the Prom will be held on 8th August 2026.

MC 90. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS AND OPEN SPACES COMMITTEE DATED 23RD SEPTEMBER 2025

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

MC 91. CLERK'S REPORT

None

MC 92. BLAKE'S COTTAGE UPDATE

Doug Nicholls, Chairperson of Blake's Cottage, provided an update on progress at Blake's Cottage:

New thatch has been put on using the original methods of the time and using the only source of that thatch in the country. The building inside is still in a poor state. Funding of £250,000 was received from the National Lottery Heritage Fund for this, consultants and outreach work. A whole range of educational and community events have taken place and are planned. A meeting was held yesterday with the Friends of Blakes Cottage in USA. 2027 will be the 200TH year of Blake's death. Felpham will be marking this occasion. An options appraisal is taking place, and a public meeting is planned on November 6th.

MC 93. TO APPROVE THE FELPHAM PARISH COUNCIL SUBJECT ACCESS REQUEST RESPONSE POLICY

Councillor Glen Hewlett proposed that councillors approve the Felpham Parish Council Subject Access Request Response Policy. This was seconded by Councillor Pat Young and unanimously approved.

MC 94. TO DISCUSS AND VOTE TO ACKNOWLEDGE THE AGAR AND ANNUAL CONCLUSION OF AUDIT. TO DISCUSS INTERNAL AUDITS OF JUNE 24TH AND SEPTEMBER 23RD 2025

The RFO reported that both internal and external audits had taken place since the last meeting. Councillors discussed the internal audits and noted that there were no recommendations found, and that Felpham Parish Council was operating as it should. Councillor Glen Hewlett thanked the RFO, Clerk and Community Hall Assistant for their work.

Councillor Glen Hewlett proposed that councillors acknowledge the AGAR and Annual Conclusion of Audit. This was seconded by Councillor Pat Young and unanimously agreed.

MC 95. BUDGET SETTING

Councillors discussed budget setting.

Chairs of committees to contact RFO with proposed budget changes.

MC 96. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 97. BUSINESS AT THE CHAIRMAN'S DISCRETION:

The chairman closed the meeting thanking the public for their attendance. On closing, the chairman requested that all councillors remain behind for an additional session to reiterate the code of conduct and behaviour of councillors in their role.

Date of Next Meeting: Tuesday 4th November 2025 6.15pm

Approved.....Chairman

Date