

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF  
FELPHAM PARISH COUNCIL 6<sup>TH</sup> JANUARY 2026**

**PRESENT:**

Chair: Councillor Russ Marsden-Sear  
Councillors: Kirsty Halls, Tom Harty, Glen Hewlett, Gloria Moss, Graham Page, Russ Parkinson, Maggie Watling  
County Councillor Jaine Wild

**MC 142. APOLOGIES FOR ABSENCE:**

Councillors: Emma Aylward, Antony Bassett, Bob Budd, Rick Parker, Jane Parker, Dave Smart, Jules Verhulpen, Pat Young

**MC 143. DECLARATIONS OF INTEREST:**

None

**MC 144. QUESTION TIME:**

There were 5 members of the public present.

A question was raised regarding the poor quality of the road surface of Felpham Road. The Clerk confirmed that this matter had been raised with WSCC Highways on many occasions and that WSCC had advised that *'we cannot give a timeframe for this work, this is a county wide programme and locally other than submitting roads we believe should be resurfaced we do not get a say in which locations make the programme each year. We will continue to arrange safety repairs as required and hopefully these locations will be on the surfacing programme soon'*.

**Clerk to email WSCC**

The Clerk further advised that following a question raised as to the checking of highways repairs the following response had been received:

*Thank you for your enquiry regarding the monitoring / checking of pothole repairs once these have been completed.*

*I can confirm that our inspection team and the local Highway Stewards carry out audits of repairs. If repairs are identified as failing within 12 months from the date of the original repair, these will be highlighted to the contractor and will be re-repaired at no cost to the tax payer.*

*In terms of the numbers of audits, it is difficult to give an exact percentage but I believe we generally aim for 10% of repairs to be checked. The formal audits are generated, randomly, by the system and a list is given to the Stewards to check each month. In addition to this, each Steward will of course be aware of the repairs in their own area and will pick up any failures they notice when out and about.*

**MC 145. REPORTS FROM MEMBERS ON OUTSIDE BODIES:**

None

**MC 146. CHAIRMAN'S REPORT AND COUNCIL ACTIVITY UPDATE**

Councillor Russ Marsden- Sear confirmed that the Chair and Vice Chair had attended the Bognor Regis Town Council's Civic Carol Service.

Councillor Russ Marsden-Sear confirmed that he had also served dinners at the St. Mary's Church Christmas lunch for the community. Reverend Challis had also thanked Felpham Parish Council for the donation of unused councillor allowances towards the event.

**MC 147. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 9<sup>TH</sup> DECEMBER 2025**

The minutes of the Main Council Meeting were APPROVED as a true and accurate record.

**MC 148. CLERK'S REPORT**

None

**MC 149. GENERAL CORRESPONDENCE**

The Clerk had previously circulated an invitation for councillors to join the Bognor Bathing Water Community Group.

**Councillors unanimously APPROVED Councillor Tom Harty and Councillor Russ Parkinson as members of the group.**

**Clerk to circulate link details and history of recent releases into the sea in Felpham.**

**MC 150. 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) – no report this 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:
  - A meeting was held with Blake's Cottage Trust members and plans are underway for a sustainable transport plan for Felpham including Felpham car parks.
  - Southern Water have attended to assist with the flooding at the entrance to Downview School over Christmas.

- County Councillor Jaine Wild assisted with the Felpham beach clean following the container spill where Biffa were very helpful.
- County Councillor Jaine Wild and the Clerk attended the West Sussex County Council and Volker Highways: Social Value Briefing for Parish and Town Councils/"Briefing: Local Flood Risk Management Strategy 2025 & Community Actions. It was confirmed that 18 million had been spent on highway maintenance and 3.8 million on drainage.
- The owner of Rabbit Island has appeared in court and is due back on 15<sup>th</sup> January for several offences including an unlawful waste site at Apuldram.
- A trapped fox was freed behind Felpham Methodist Church where it was discovered that travellers had left rubbish. County Councillor Jaine Wild collected 15 black sacks of refuse which were collected and disposed of.

**MC 151. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 9<sup>TH</sup> DECEMBER 2025.**

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

**MC 152. CLERK'S REPORT**

The RFO has submitted the precept request to Arun District Council.

**MC 153. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 16<sup>TH</sup> DECEMBER 2025**

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

**MC 154. CLERK'S REPORT**

None

**MC 155. DEVOLUTION AND THE IMPACT ON PARISH COUNCILS INCLUDING FPC**

Councillor Glen Hewlett shared concerns regarding the additional services that Parish Councils may be asked to provide following devolution.

A list of potential questions was shared that had been compiled by Councillor Dave Smart:

1. Please provide a full and detailed description of the process being used to determine what, if any, of the current activities undertaken by WSCC, ADC or their contractors may be considered for devolving to local Parish/Town Councils.
2. In respect of question 1 please provide evidence of what consultation either has or is planned to take place with Parish/Town councils in relation to any of the activities that have or may be identified as part of your answer to question 1.

3. Please provide evidence of any/all risk assessments carried out that are associated with the cascading any of the activities identified in question 1 to Parish/Town councils. This must include how the knowledge and experience currently within WSCC/ADC will be shared with Parish/Town councils to ensure these activities are carried out safely and in compliance with any regulatory standards.
4. In relation to any potential activities which may be cascaded down to Parish/Town councils, please provide comprehensive evidence of the process used, or that will be used to determine that the money, currently paid through Council tax to WSCC/ADC for these services will be redistributed and shared proportionately to Parish/Town councils

**Councillor Hirsty Halls proposed that these questions be formally submitted as a letter to Arun District Council CEO Dawn Hudd by District Councillor Tom Harty. This was seconded by Councillor Gloria Moss and unanimously agreed.**

**Clerk to circulate letter to councillors and share with other parishes.**

**MC 156. MATTERS OF URGENT PUBLIC IMPORTANCE:**

None

**MC 157. BUSINESS AT THE CHAIRMAN'S DISCRETION:**

Councillor Russ Marsden-Sear advised that two councillors had raised a Code of Conduct complaint against Councillor Glen Hewlett regarding the St Michael's Island horse field agreement and that this information was being shared with councillors with the agreement of Councillor Glen Hewlett. It was found that the matter was not capable of being a breach of the code and dismissed at the first stage.

**Date of Next Meeting:** Tuesday 3<sup>rd</sup> February 2026 6.15pm

Approved.....Chairman

Date .....