

**DRAFT *SUBJECT TO THE APPROVAL OF THIS COMMITTEE AT THE MAIN  
COUNCIL MEETING OF 3<sup>RD</sup> FEBRUARY 2026***

**FELPHAM PARISH COUNCIL  
MINUTES OF THE MEETING OF THE  
FINANCE & ADMINISTRATION COMMITTEE  
HELD AT FELPHAM COMMUNITY HALL  
ON TUESDAY 6<sup>TH</sup> JANUARY 2026 AT 5.30 PM.**

**PRESENT:** Chair: Councillor Glen Hewlett, Vice Chair: Councillor Gloria Moss  
Councillors: Kirsty Halls, Tom Harty, Graham Page, Maggie Wattling  
Ex Officio Councillors: Russ Marsden-Sear

**F 78. APOLOGIES FOR ABSENCE:**

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

**F 79. DECLARATIONS OF INTEREST:**

None

**F 80. QUESTION TIME FROM MEMBERS OF THE PUBLIC:**

None

**F 81. CLERK'S REPORT:**

The RFO confirmed that the precept request had been submitted to Arun District Council.

**F 82. CORRESPONDENCE/ANNOUNCEMENTS:**

None

**F 83. TO VOTE TO ACCEPT COUNCILLOR MAGGIE WATTLING AS A MEMBER OF THE  
FINANCE & ADMINISTRATION COMMITTEE.**

Councillor Russ Marsden-Sear proposed that councillors accept Councillor Maggie Wattling as a member of the Finance and Administration Committee. This was seconded by Councillor Kirsty Halls and unanimously agreed.

**F 84. FELPHAM EMERGENCY RESILIENCE GROUP MONTHLY UPDATE**

Councillor Gloria Moss advised the following:

The January meeting will be a cardiac resuscitation session followed by a tabletop exercise in February. FERG are supporting a new resilience initiative in mid Sussex and considering new partnerships with farmers/4WD clubs.

**F 85. COMMUNITY HALL REPORTS:**

These had been circulated to all Councillors, prior to the meeting, for information.

Councillors suggested several improvements to the building including lighting, additional radiators, new conference tables, updating of ladies' toilets and the creation of a rear hall entrance. **RFO to obtain quotes for work.**

Councillor Glen Hewlett suggested that committee authority to spend limits may need to be updated and this will form an agenda item next month.

**F 86. FINANCIAL ACCOUNTS OF THE COUNCIL FOR DECEMBER 2025:**

These were circulated to all Councillors, prior to the meeting, for information.

It was requested that the meeting formally approve the financial accounts of the Council as a true and accurate financial record for the month of December 2025.

**It was RESOLVED that the accounts as presented, be approved as a true and accurate record and that bank balances were agreed against reconciliation and to recommend to Main Council the expenditure as shown on the report.**

**F 87. TO CONSIDER BUS SHELTER REQUESTS FOR 2026/27**

**Councillor Glen Hewlett proposed that councillors agree that no bus shelter requests be considered in the next financial year. This was seconded by Councillor Gloria Moss and unanimously agreed.**

**F 88. TO CONSIDER THE REQUEST FOR A SPEED INDICATOR DEVICE FELPHAM ROAD**

Councillors discussed the request and speed/accident data had been shared with councillors prior to the meeting.

**Councillor Kirsty Halls proposed that the request not be considered as data did not support the need for a SID in this location. This was seconded by Councillor Tom Harty and unanimously agreed.**

Councillor Graham Page expressed concern that cars exiting Felpham Road at the Downview Traffic lights were very restricted causing a queue of cars. **Clerk to email WSCC regarding the timing of lights.**

**F 89. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN)**

None

Meeting closed at 6.15 pm

**DATE OF NEXT MEETING: Tuesday 3<sup>rd</sup> February 2026 at 5.30 pm**

Approved.....

Date.....