

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF  
FELPHAM PARISH COUNCIL 12<sup>TH</sup> MAY 2026**

**PRESENT:**

Chair: Councillor Russ Marsden-Sear, Vice Chair: Councillor Pat Young  
Councillors: Bob Budd, Kirsty Halls, Tom Harty, Glen Hewlett, Gloria Moss, Graham Page, Russ Parkinson, Dave Smart, Maggie Wattling

**MC 1. APOLOGIES FOR ABSENCE:**

Councillors: Emma Aylward, Antony Bassett, Jane Parker, Rick Parker, Jules Verhulpen

**MC 2. DECLARATIONS OF INTEREST:**

None

**MC 3. QUESTION TIME:**

There were four members of the public present.

**MC 4. REPORTS FROM MEMBERS ON OUTSIDE BODIES:**

None

**MC 5. CHAIRMAN'S REPORT AND COUNCIL ACTIVITY UPDATE**

Attached to minutes.

**MC 6. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE  
MAIN COUNCIL MEETING HELD ON 7<sup>TH</sup> APRIL 2026**

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

**MC 7. CLERK'S REPORT**

None

**MC 8. GENERAL CORRESPONDENCE**

None

**MC 9. 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) – District Councillor Tom Harty updated councillors on devolution discussions held at Arun District Council. A new consultation for two unitary authorities is currently underway.
- (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:
- Two meetings had been held with Southern Water regarding sewage pollution.
  - Comet corner visits had been undertaken to consider the new roundabout.

Councillor Russ Marsden-Sear thanked Jaine Wild for her work as Felpham West Sussex County Councillor and advised that as a token of the appreciation of Felpham Parish Council, a garden plant will be purchased from the Chairman's budget.

**MC 10. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 7<sup>TH</sup> APRIL 2026.**

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

**MC 11. CLERK'S REPORT**

The Clerk reported on a recent meeting and site visit with West Sussex Highways regarding the poor state of Felpham Road/Upper Bognor Road. This was also attended by Felpham County Councillor Jaine Wild. The Clerk advised officers of the dissatisfaction of residents regarding the roads. Any potholes not repaired to the specifications outlined – a square cut out, cleared of debris and fully filled – will be repaired free of charge by Volker Highways and residents are encouraged to report these to WSCC.

**MC 12. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 7<sup>TH</sup> APRIL 2026**

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

**MC 13. CLERK'S REPORT**

None

**MC 14. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 14<sup>TH</sup> APRIL 2026**

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

**MC 15. CLERK'S REPORT**

None

**MC 16. TO AGREE TO RE-APPOINTMENT OF THE INTERNAL AUDITOR MULBERRY AND CO FOR 2026/27**

**Councillor Russ Marsen Sear proposed that councillors approve the re-appointment of Mulberry and Co for an extended term of three years. This was seconded by Councillor Glen Hewlett and unanimously agreed.**

**MC 17. MATTERS OF URGENT PUBLIC IMPORTANCE:**

None

**MC 18. BUSINESS AT THE CHAIRMAN'S DISCRETION:**

None

**Date of Next Meeting:** Tuesday 2<sup>nd</sup> June 2026.

Approved.....Chairman

Date .....



## **CHAIRMAN'S REPORT 2025/2026**

Over the past year it has been an absolute honour and privilege to have been the Chairman of such a forward-thinking council through its third year of the current administration.

We have increased public communication via social media and made the council more accessible and approachable throughout the process.

This year, I have continued to concentrate on expanding and building our reputation and relationships with our other local parishes, authorities and organisations. I believe this has enabled us to strengthen our bonds and increased partnership working.

### **Planning Committee – Chair Glen Hewlett, Vice Chair Graham Page**

Under the direction of Cllr Glen Hewlett, the planning committee has continued to scrutinise planning applications throughout the parish ensuring that any plans are in keeping with our beautiful village and not detrimental to the wonderful street scene we have.

Glen and Vice Chair Cllr Graham Page make a formidable team who have worked tirelessly to ensure that Felpham Parishioner's views are voiced at various meetings across the year. Changes to planning policies this coming year will mean their experience and knowledge will be invaluable.

### **Allotments and Open Spaces – Chair Bob Budd, Vice Chair Pat Young**

The A&OS committee have continued over the year to manage our wonderful allotments spaces within Felpham (St Michael's and FAGS). We have continued to improve security at St Michael's meaning that once again unauthorised access and crime have been drastically reduced.

This year sees the 50<sup>th</sup> Anniversary of FAGS (Felpham Allotments and Garden Society) and in conjunction with the FAGS committee FPC will be unveiling a commemorative plaque and bench.

The committee also oversaw the planting of new trees along residential verges in the parish.

### **Finance Committee – Chair Glen Hewlett, Vice Chair Gloria Moss**

Under the guidance of Cllr Hewlett, the Finance committee has continued to show due diligence and good practices when dealing with parishioner's precept. Glen has been able to make changes to various budgets to ensure that we continue to be financially responsible. The committee has made savings and cuts to some budgets this year without affecting delivery or quality of service. The previous installation of solar panels is now cutting bills by a substantial amount. We have managed to continue to make small grants to local charities and clubs to

ensure that they can continue to serve our wonderful community. The grants committee continue to meet quarterly meaning that grants are made throughout the year rather than annually giving those clubs and community projects access to funding sooner rather than later. Nearly half of the councillors, including myself, still decline to take any councillor allowances. This means that we have been able to donate our allowances to good causes throughout Felpham including support for local clubs, a Christmas Day lunch for vulnerable people, Carers club, Animal rescue, and many more.

Projects and Community Involvement Committee – Chair Kirsty Halls, Vice Chair Emma Aylward

This committee has worked tirelessly to bring events and projects to the residents of Felpham. The 'Fun on the Prom' event continues to be the biggest annual event in Felpham attracting residents and visitors to the area in the thousands. Unfortunately, due to bad weather and winds the event had to be cancelled before the evening entertainment. However, this year we have decided to move the event to King George V Park giving us a larger area so we increase what we can offer on the day. In addition to the live entertainment and stalls we also plan to have a vintage and classic car show and a steam railway. Once again in conjunction with public feedback and a 'greener' future we will continue to use laser displays rather than fireworks.

October once again saw our unique 'Freaky Felpham' event for the third year. The event has proved so popular that we have had to split the day into three separate sessions including a session for under 5s. Tickets were available to residents free of charge. A total of 500 tickets were collected within just 1 week. This year saw hundreds of people, adults and children, dress up and walk through our wonderful village celebrating Halloween. Children were asked to collect and solve clues on their route finally leading them to a wonderful, themed party at the end. Thanks to many volunteers and councillor involvement, this event remains a free event. The feedback again was humbling, and it now seems the wish of residents this is now cemented as an annual event in Felpham's calendar. Freaky Felpham will take place again this coming year to support families and children throughout the parish, creating a safe, fun, and free organised event.

This year also saw the co-option of 3 new councillors meaning that the council is at the full strength of 16.

A special mention must be made to our outstanding Clerk and RFO, Nicola Meaney and Doug Millen. Their dedication, support and knowledge is, without doubt, exceptional. I would like to quote from a recent audit which remarked "The processes and procedures together with own built-in controls are robust, strictly followed and in many respects a model of good practice."

Once again, thank you Felpham for being the most amazing, caring and thoughtful parish. A wonderful place to live.

It has been an honour to serve you for a third year.

Russ Marsden-Sear, Chairman of Felpham Parish Council