

**DRAFT *SUBJECT TO THE APPROVAL OF THIS COMMITTEE AT THE MAIN
COUNCIL MEETING OF 8TH SEPTEMBER 2026***

**FELPHAM PARISH COUNCIL
MINUTES OF THE MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE
HELD AT FELPHAM COMMUNITY HALL
ON TUESDAY 7TH JULY 2026 AT 5.30 PM.**

PRESENT:

Councillors: Bob Budd, Gloria Moss, Russ Parkinson, Dave Smart, Maggie Watling
Ex Officio Councillors: Russ Marsden-Sear, Pat Young

F 25. APOLOGIES FOR ABSENCE:

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

F 26. DECLARATIONS OF INTEREST:

None

F 27. QUESTION TIME FROM MEMBERS OF THE PUBLIC:

None

F 28. CLERK'S REPORT:

Three solar lights running from the Lobster Pot towards Bognor have been replaced.

F 29. CORRESPONDENCE/ANNOUNCEMENTS:

None

F 30. FELPHAM EMERGENCY RESILIENCE GROUP MONTHLY UPDATE

A FERG representative visited the West Sussex Fire Cadets, and it is hoped that some cadets may attend Fun in the Park.

F 31. COMMUNITY HALL REPORTS:

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

F 32. FINANCIAL ACCOUNTS OF THE COUNCIL FOR JUNE 2026:

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 June 2026.

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 33. TO APPROVE GRANT AWARD RECOMMENDATIONS

Councillor Glen Hewlett outlined the quarterly grant application recommendations:

Littlehampton Fridge £250

Sage House £240

West Sussex Wildlife Protection £500

Councillor Bob Budd proposed that councillors approve the recommended grant awards. This was seconded by Councillor Gloria Moss and unanimously approved.

Clerk to write to Littlehampton Fridge to request more substantive evidence of assistance provided to Felpham residents for any future grant funding requests.

F 34. TO APPROVE ALLOCATION OF UNUSED COUNCILLOR ALLOWANCES

Councillor Glen Hewlett advised the committee of the requests of councillors donating their unused councillor allowances:

Councillors Emma Aylward & Jules Verhulpen: Felpham & Middleton Carers Club.

Councillor Bob Budd: FAGS allotment to buy much needed equipment and fund a community plot.

Councillors Russ Marsden-Sear and Pat Young: Steam Railway at Fun in The Park, meaning that the cost of all rides can be reduced to just £1.

Councillors Antony Bassett & Kirsty Halls: Face painting at Fun in The Park. Although FPC pay for the face painting to be free, their donation would mean more of the precept is protected and again will give back to the community struggling with costs.

Councillor Bob Budd proposed that councillors approve the recommended donation of unused councillor allowances. This was seconded by Councillor Magge Wattling and unanimously approved.

F 35. FELPHAM COMMUNITY HALL CHANGING ROOMS

Councillor Glen Hewlett advised councillors of the Arun District Council Pavilion Management Strategy 2026-2031 which included the Felpham Community Hall Changing Rooms.

A subsequent email was sent to Arun District Council outlining the nature of the current lease whereby Felpham Parish Council is landlord and ADC tenant of this area. A productive Teams meeting followed where discussions took place regarding the possibility of ADC surrendering the lease and investigations are underway regarding this matter.

Councillor Glen Hewlett expressed his disappointment that following FPC events, the storage areas had not been left tidy. Councillors agreed that post event breakdown should be included in event planning and that Fun in the Park equipment needed to be checked in advance of the event.

Councillors approved the suggestion that the changing rooms could be successfully incorporated into the Community Hall with several possible options being discussed. Further details will be reported to the committee when ADC responds to the proposal.

F 36. MATTERS OF URGENT PUBLIC IMPORTANCE (WITH THE PRIOR CONSENT OF THE CHAIRMAN)

Councillor Dave Smart enquired when the agreed WSCC 20mph speed limit would be implemented on Blake's Mead Estate following traffic collisions particularly near Stanhorn Grove. **Clerk to email WSCC.**

Councillor Glen Hewlett advised councillors of the proposed changes being discussed at ADC Main Council on 15th July to the Yapton and Felpham Parish Council Boundaries Map, whereby the boundary of Felpham would be increased to incorporate Hoe Lane. This would have implications for the Felpham Neighbourhood Plan. Clerk has emailed Arun District Council to enquire regarding this.

Councillor Glen Hewlett requested a Staffing Committee meeting on 8th September at 5pm to share 26/7 annual objectives for the Clerk/RFO.

Meeting closed at 6.10 pm

DATE OF NEXT MEETING: Tuesday 8th September 2026 at 5.30 pm

Approved.....

Date.....