

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 8TH SEPTEMBER 2026**

PRESENT:

Chair: Councillor Russ Marsden-Sear, Vice Chair: Councillor Pat Young
Councillors: Tom Harty, Glen Hewlett, Gloria Moss, Graham Page, Jane Parker, Rick Parker, Russ Parkinson, Dave Smart

County Councillor David Darling

MC 65. APOLOGIES FOR ABSENCE:

Councillors: Emma Aylward, Antony Bassett, Bob Budd, Kirsty Halls, Graham Page, Maggie Watling

MC 66. DECLARATIONS OF INTEREST:

None

MC 67. QUESTION TIME:

There were five members of the public present.

Residents enquired regarding the rubbish bin near the Premier on Blake's Mead Estate which is not being emptied. **Clerk to email Arun District Council**
A resident attended to thank Felpham Parish Council and Councillor Glen Hewlett for attending the recent Arun District Council Planning Meeting and speaking to the committee about objections to application FP/66/26/PL, which was subsequently refused. Illegal activity is continuing at Rabbit Island with fires lit and holes being dug.

MC 68. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

Councillor Russ Parkinson advised councillors of the latest Southern Water Bathing Group meeting.
Councillor Tom Harty expressed his disappointment at the management and content of the meetings.

MC 69. CHAIRMAN'S REPORT

Councillor Russ Marsden-Sear advised councillors that meetings with vendors for next year's Fun in the Park are already underway.

**MC 70. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
MAIN COUNCIL MEETING HELD ON 7TH JULY 2026.**

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

MC 71. CLERK'S REPORT

The clerk advised councillors that on 7th September 2026, the Government announced that in the light of new legal advice, it is reviewing Local Government Reorganisation (LGR). LGR in Hampshire, Essex, Suffolk and Norfolk has been abandoned. LGR is paused while a review is undertaken of plans or proposals at 16 Councils, including both West Sussex and East Sussex with Brighton.

The Clerk had previously circulated details of a proposed habitat bank at Larksfield Recreation Ground. Councillors supported the initiative. **Clerk to write to ADC**

The Clerk advised councillors of the email received from WSCC regarding road markings on the Blake's Mead Estate:

Thank you for your enquiry.

Our Highway Agreements Team who deal with adoption of new sections of highway network and ensuring the roads meet our desired standards and specifications have stated "all roads are adopted and have been implemented in accordance with the approved planning layout and Section 38 Agreements and road layouts would have followed guidance in Manual for Street."

Ultimately, West Sussex County Council have adopted an evidence-based approach for new traffic signs and road markings, as per the advice in the Department for Transport's Traffic Signs Manual, which is a document followed by all Highway Authorities to provide road signage and markings. This emphasises that all signage should be kept to a minimum or installed only if there is an evident road safety need.

Warning signs and road markings can play an important part towards improving road safety. However, they should only be used where there is a specific safety issue or hazard, not to sign readily apparent conditions or routine features of the road, such as bends and junctions. Overuse of warning signs and markings can dilute their effectiveness and tends to bring them into disrepute. For example, it should not be necessary to place roundabout or traffic signal warning signs in addition to map type advanced direction signs or where the traffic signals or roundabout are clearly visible. Similarly, junction warning signs should not be necessary in street-lit urban areas, where there are frequent side-road junctions.

We would suggest that any near misses or collisions at this location are reported to Sussex Police via Operation Crackdown (<https://operationcrackdown.org/>) to ensure that it can be logged and recorded in the correct way. We will continue to monitor the situation here and should the situation dictate, we will action accordingly by assessing the options available.

MC 72. GENERAL CORRESPONDENCE

Contact has been made with WSCC to investigate the possibility of grant funding for bus stops in Felpham.

A resident wrote to express concern regarding the potential of fires at FAGS allotments spreading to nearby thatched houses. FAGS representatives responded quickly and during the recent dry weather, bonfires were banned.

MC 73. 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) – LGR has now been paused and elections will now proceed in 2027.

Updates from the recent Planning Policy Committee Meeting were shared with the committee.

- (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 David Darling** submitted the following report:

- WSCC have confirmed that LGR has been paused.
- WSCC Full Council have passed a motion for investigation of education funding in West Sussex which is in the bottom seven in the country. WSCC Officers will write to the government and lobby for a funding increase.
- SGN Gas Main replacements are due to commence in January on Felpham Way and are likely to cause disruption for several months.
- Highways Rangers and the WSCC Youth Offender Team have contacted parish councils to request details of small works that can be undertaken to improve the parish and the Clerk has been in contact with them.
- County Councillor David Darling thanked Felpham Parish Council for the recent Fun in the Park event and advised that he had received very positive feedback from residents regarding the day/evening.

Councillor Glen Hewlett proposed that the meeting be extended. This was seconded by Councillor Gloria Moss and unanimously agreed.

MC 74. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 7TH JULY 2026.

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

MC 75. CLERK'S REPORT

None

MC 76. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 7TH JULY 2026

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

MC 77. CLERK'S REPORT

None

MC 78. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 14TH JULY 2026

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

MC 79. CLERK'S REPORT

None

MC 80. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE REGARDING AVANTGUARD SECURITY UNLOCKING OF COMMUNITY HALL CAR PARK/COMMUNITY HALL

Following problems with increased resident parking in the Community Hall Car Park and complaints from hall users, an options paper will be prepared by Councillor Glen Hewlett in conjunction with the Clerk/RFO for consideration by the Finance Committee at next month's meeting. This will then proceed to Main Council.

MC 81. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE REGARDING THE FAGS ANNUAL RENT INCREASE

Councillor Dave Smart proposed that councillors ratify the decision of the Finance and Administration Committee regarding the FAGS annual rent increase. This was seconded by Councillor Russ Parkinson and unanimously agreed.

MC 82. FELPHAM COMMUNITY HALL CHANGING ROOMS

Councillor Glen Hewlett advised councillors of the decision of the Finance and Administration Committee to agree surrender of the lease as per Heads of Terms Deed of Surrender for Leasehold interest of Changing Facilities at Felpham Community Centre.

Mc 83. COMMUNITY GOVERNANCE REVIEW

A report has been circulated to all councillors in advance of the meeting. The proposed boundary changes will have financial implications for parish Neighbourhood Plans.

Clerk to write to Neil Crowther at Arun District Council Planning.

MC 84. FUN IN THE PARK

Councillor Russ Marsden Sear advised councillors of the great success of Fun in the Park.

The event appears to have been very well received by residents. Average scores were:

Enjoyment 4.94 / 5
Stalls & Attractions 4.63 / 5
Value for Money 4.78 / 5
Entertainment 4.93 / 5

This means 94% of respondents gave overall enjoyment 5/5, while 93% rated the entertainment 5/5. There were no enjoyment or entertainment scores below 4. A major theme throughout the comments was the strong community and family atmosphere.

Councillor Russ Marsden-Sear offered his thanks to councillors and marshalls/volunteers with special thanks to four marshalls who dealt expertly with a serious medical incident: Michael Flynn, Lynn Baker, Sue Baker, Ray Bridle. Special thanks were also extended to another volunteer, Paul Taylor, for his contribution throughout the day/evening.

Littlehampton Bonfire Society volunteers helped at the event, and should any councillor wish to assist them in October they would be very grateful for the help.

Councillor Jane Parker enquired regarding the condition of the toilets and lack of disabled parking. The Clerk explained that although every effort had been made to assist with these areas, including funding of some toilet repairs, the committee were unable to assist further this year.

MC 85. BUDGET SETTING

Councillor Russ Marsden-Sear reminded councillors of the commencement of annual budget setting. RFO to send out relevant documentation and Chairs/Vice Chairs to liaise with RFO and agree proposed budget changes with committees.

MC 86. MATTERS OF URGENT PUBLIC IMPORTANCE:

Councillor Dave Smart outlined a list of questions for Sussex Police on the progress with Neighbourhood Police objectives which should have been implemented in July 2026. These will be forwarded to the Clerk for submission to Sussex Police.

MC 87. BUSINESS AT THE CHAIRMAN'S DISCRETION:

Councillors agreed to a change of date for the upcoming Allotments Meeting to October 2026 to allow times for preparation of reports.

Councillor Russ Marsden-Sear advised councillors of the resignation of Councillor Jules Verhulpen and thanked her for her hard work and commitment to Felpham. A vacancy will formally be declared at next month's meeting.

Date of Next Meeting: Tuesday 6th October 2026.

Approved.....Chairman

Date