DRAFT *SUBJECT TO THE APPROVAL OF MAIN COUNCIL ON 8TH DECEMBER 2026*

MINUTES OF THE MEETING OF THE MAIN COUNCIL OF FELPHAM PARISH COUNCIL 3RD NOVEMBER 2026

PRESENT:

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

MC 110. APOLOGIES FOR ABSENCE:

Councillors: Emma Aylward, Antony Bassett, Graham Page, Jane Parker, Rick Parker

MC 111. DECLARATIONS OF INTEREST:

None

MC 112. QUESTION TIME:

There were four members of the public present.

- One resident expressed continuing concerns regarding the safety of the steps at Flansham Playground and the need for the footpath to be extended to meet the steps. Clerk has contacted Arun District Council for an update on when works will be completed.
- The possibility of West Sussex County Council grant funding towards an additional Felpham bus shelter was also discussed. Clerk has been in contact with West Sussex County Council officers, and the bus stop has been added to their list.
- Residents expressed concern at the size of the trees near Blackthorn Avenue which are now causing issues both with overshadowing and streetlight encroachment. Clerk advised residents of contact details for West Sussex County Council.

MC 113. REPORTS FROM MEMBERS ON OUTSIDE BODIES:

None

MC 114. CHAIRMAN'S REPORT

Councillor Russ Marsden-Sear advised councillors of the huge success of the Freaky Felpham event. Over 480 residents took part over the day, which was very well attended.
Councillor Glen Hewlett expressed thanks on behalf of Felpham Parish Council to the five councillors: Russ Marsden-Sear, Bob Budd, Kirsty Halls, Dave Smart, Maggie Wattling and the 18 volunteers for their hard work in creating such a special event.

Councillor Russ Marsden-Sear advised councillors of the upcoming Arun District Council Flood Forum which will be attended by Councillors Russ Marsden-Sear and Councillor Russ Parkinson.

Councillor Russ Marsden-Sear and Councillor Pat Young will represent Felpham Parish Council at the Remembrance Sunday event at Bognor Town Hall with Councillor Tom Harty and Gloria and Councillor Gloria Moss laying wreaths at the St. Mary's service.

MC 115. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 6TH OCTOBER 2026.

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

MC 116. CLERK'S REPORT

The Clerk advised that an objection had been formally lodged to the Arun District Council Community Governance Review.

MC 117. GENERAL CORRESPONDENCE

Correspondence has been received from Arun District Council advising that the English Devolution and Community Empowerment Act 2026 introduces a new regime for Sporting Assets of Community Value. The legislation places a duty on local authorities to review land within their area and identify land that may constitute both a sporting asset and an asset of community value. Felpham Parish Council has been asked to assist in identifying any sites in Felpham which may meet the definition of a "sports ground": "any place where sports or other competitive activities take place in the open air and where accommodation has been provided for spectators, consisting of artificial structures or of natural structures artificially modified for the purpose."

Clerk to identify Blakes Road Tennis Courts, Crazy Golf/putting green and King George V Playing Fields.

MC 118. 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) – Councillor Tom Harty advised councillors of:

- Continuing discussions at Arun District Council regarding Local Government Review.
- An upcoming meeting concerning the possible closure of Flax Mean which now houses only six residents. Further details to follow.
- The fact that Bognor Regis ice rink will not operate this year.

(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:

- The future of Local Government Reorganisation remains undecided. Current proposals indicate that ADC elections will take place in May 2027, followed by the establishment of a shadow Unitary Authority in May 2028 and the creation of a new Unitary Authority in May 2029.

- A request to introduce a 20mph speed limit in Hoe Lane has received support and will now proceed for consideration by West Sussex County Council.

- Two years ago, West Sussex County Council increased the number of signatures required to trigger a council discussion from 3,000 to 9,000. This decision has now been reviewed, and the previous threshold of 3,000 signatures has been reinstated.

MC 119. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE DATED 6TH OCTOBER 2026.

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

MC 120. CLERK'S REPORT

None

MC 121. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 6TH OCTOBER 2026

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

MC 122. CLERK'S REPORT

None

MC 123. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & COMMUNITY INVOLVEMENT COMMITTEE DATED 13TH OCTOBER 2026

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

MC 124. CLERK'S REPORT

None

MC 125. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS AND OPEN SPACES COMMITTEE DATED 13TH OCTOBER 2026.

The minutes were APPROVED by the members present of the Allotments and Open Spaces Committee as a true and accurate record.

MC 126. CLERK'S REPORT

None

MC 127. TO AGREE THE PURCHASE OF A FELPHAM PARISH COUNCIL BENCH AT FLANSHAM PLAYGROUND USING CIL FUNDING.

Councillor Dave Smart proposed that councillors approve the purchase of a Felpham Parish Council bench at Flansham Playground using CIL funding. This was seconded by Councillor Tom Harty and unanimously approved.

MC 128. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE TO APPROVE THE QUARTERLY GRANT AWARDS.

Councillor Glen Hewlett outlined the grant request from St. Wilfrid's Hospice for their Hospice at Home service for £500.00.

Councillor Glen Hewlett proposed that councillors ratify the decision of the Finance and Administration Committee to approve the quarterly grant award. This was seconded by Councillor Maggie Wattling and unanimously approved.

MC 129. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE TO APPROVE THE PROPOSED ST. MICHAEL'S ALLOTMENTS LEASE AND ASSOCIATED POLICIES.

MC 129. AND MC 130. were moved to the end of the meeting. Exclusion of Press and Public (Confidential Session):

The Council resolved to exclude members of the press and public from the meeting for items MC 128/129 under the Public Bodies (Admission to Meetings) Act 1960, Section 1(2), due to the confidential nature of the business to be discussed, as its publicity would be prejudicial to the public interest.

The meeting then continued in closed session.

Councillor Bob Budd proposed that councillors ratify the decision of the Finance and Administration Committee to approve the proposed St. Michael's Allotments lease and associated policies. This was seconded by Councillor Tom Harty and unanimously approved.

MC 130. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE TO APPROVE THE PROPOSED CHANGES TO THE ST. MICHAEL'S ALLOTMENTS RENT WITH EFFECT FROM 1ST APRIL 2027.

Councillor Bob Budd proposed that councillors ratify the decision of the Finance and Administration Committee to approve the proposed changes to the St. Michael's Allotments rent with effect from 1st April 2027. This was seconded by Councillor Glen Hewlett and unanimously approved.

MC 131. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE TO REAPPOINT THE INTERNAL AUDITOR MULBERRY AND CO FOR 27/28.

Councillor Russ Parkinson proposed that councillors ratify the decision of the Finance and Administration Committee to reappoint the internal auditor Mulberry and Co for 27/28. This was seconded by Councillor Gloria Moss and unanimously approved.

MC 132. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE REGARDING A COMMUNITY ASSET TRANSFER APPLICATION FOR THE COMMUNITY HALL CAR PARK.

Councillor Glen Hewlett proposed that councillors ratify the decision of the Finance and Administration Committee to support the proposed measures and works required to ensure the safety and long-term sustainability of the Community Hall Car Park, and approved proceeding with these measures. This was seconded by Councillor Kirsty Halls and unanimously approved.

MC 133. TO AGREE THE PARISH OFFICE CHRISTMAS CLOSURE DATES.

Councillor Kirsty Halls proposed that the Parish Office Christmas closure dates be agreed as Monday 21st December to Friday 1st January 2027. This was seconded by Councillor Maggie Wattling and unanimously agreed.

MC 134. BUDGET SETTING

The RFO advised councillors that the final figures are being prepared for approval in December's Main Council meeting.

MC 135. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 136. BUSINESS AT THE CHAIRMAN'S DISCRETION:

None

Date of Next Meeting: Tuesday 8th December 2026.

Approved……...Chairman Date ……