

**MINUTES OF THE MEETING OF
FELPHAM PARISH COUNCIL
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM
9th JANUARY 2018.**

PRESENT: Councillors: M Harvey, M Copeland, A Burrows, Mrs J Wild, Mrs G Moss, P English, G Blampied, D Smart, G Matthews, Mrs M Harvey, Mrs R Kissell, Mrs E Taylor & G Hewlett.

Prior to the start of the meeting a minute's silence was held for the recent passing of former Councillor Dennis Peerman.

MC 181. APOLOGIES FOR ABSENCE:

Apologies for absence had been received from Councillor Ms H Flynn.

MC 182. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

MC 183. DECLARATIONS OF INTEREST:

There were no declarations of interest at the outset of the meeting.

MC 184. PUBLIC QUESTION TIME:

There was 1 member of the public present.

MC 185. TO RECEIVE THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 186. MATTERS ARISING:

MC 163 (3) – revised Members Register of Interests. The Clerk reminded Councillors that this document had been adopted by the Council at the last Main Council meeting. He advised that as of the date of this meeting he had only received back 5 completed forms and requested that those who had not filled in their forms to do so as soon as possible.

MC 164 (ii) - Councillor P English advised that the ADC Site 6 Advisory Committee would not be starting up again.

MC 165 – Councillor G Matthews advised that he and Councillor P English would not be at the February Main Council meeting as it was on the same day as the next JWAAC H&T Committee meeting, which they would be both attending.

There were no other matters arising.

MC 187. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

- 1) **Arun District Council** – decisions made by Cabinet – no decisions had been received.
- 2) **PKF Littlejohn** – the Council had received the external auditor report and Certificate for financial year 2016/17, which stated that “on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met”.

This information was duly noted by the Council.

- 3) **Parish Council web site** – the Clerk advised that the new web site, agreed by and commented on by Councillors, would be going live this Sunday night (14th January 2018). The meeting was advised that those comments Councillors had sent to Maureen Chaffe had been taken on board, other than the maps which were in hand.
- 4) **West Sussex County Council** – Temporary closure notice - Yapton & Barnham public footpaths 153 (part), 146 (part) and permissive cycle paths 15 (part) and 16 for a period of 21 days from 20th December 2017. The closure has been as a consequence of churned stretches of the footpaths and cycleways which led a cyclist to come to grief and to prevent further incidents. The Council have been further advised that there are no alternative routes available using the public rights of way network.
- 5) **Felpham Village Conservation Society** – grateful thanks received for the donation of £200.00 towards the clearance of 5 plots at the St. Michael’s site.

MC 188. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

- (i) **County Councillor Ms H Flynn** – had sent her apologies as she had to attend another meeting.
- (ii) **District Councillor Paul English** – had nothing new to report.
- (iii) **District & County Councillor David Edwards** – was absent from the meeting but had advised the Council that he had nothing new to report.

MC 189. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Future Meetings:

- 1) **JWAAC H&T Sub-Committee** – 6th February 2018 @ Durban House.
- 2) **JWAAC** – 27th February 2018.

Meetings Attended/Held since the last meeting:

There had been no external meetings held since the last meeting.

MC 190. TO RECEIVE THE MINUTES OF THE PLANNING ADVISORY COMMITTEE DATED 12th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 191. MATTERS ARISING:

There were no matters arising.

MC 192. TO RECEIVE THE MINUTES OF THE PROJECTS COMMITTEE DATED 12th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 193. MATTERS ARISING:

PR 79 - Councillor Mrs J Wild sought clarification on the Project's Committee's name changing. Much discussion took place on this after which it was agreed that the issue go back to the Projects Committee for further discussion.

PR 83 – Councillor Mrs G Moss stated that the proposed date for the 2018 Fun On The Prom event clashed with FVCS's Party in the Park.

PR 84 – Gateway & Village Signage – the meeting was advised that the licence to install the signs, at the agreed sites, had been signed by both the Parish Council and WSCC.

PR 85 – Councillor Mrs G Moss advised that the defibrillator and cabinet for the Boot's site had now been purchased. The licence for the siting of this was still awaited.

There were no other matters arising.

MC 194. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 18th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 195. MATTERS ARISING:

A92 – footpath to the east of Tesco's – the Clerk advised that he had not yet had the opportunity to discuss WSCC making this a designated footpath, with the County Councillor. **It was agreed that an e-mail be sent to the County Councillor on this.**

A 95 (ii) – draft specification for grass cutting at St Michael's allotment site – the Clerk advised that the specification had now been completed and was ready to be distributed to interested parties.

There were no other matters arising.

MC 196. TO RECEIVE THE MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE MEETING DATED 18th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 197. MATTERS ARISING:

NP 87 – Draft Budget – discussion was held on the future of Resilience in terms of which Committee it would sit under. It had already been agreed previously in this meeting that this issue would be going back to the Projects Committee for further discussion.

There were no other matters arising.

MC 198. TO RECEIVE THE MINUTES OF THE BLAKE’S MEAD DEVELOPMENT COMMITTEE MEETING DATED 19th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 199. MATTERS ARISING:

BMD 94 – Councillor G Matthews advised that the issue/agenda item re: road adoption on Blake’s Mead would go to the next JWAAC H&T Committee.
This was agreed.

There were no other matters arising.

MC 200. TO RECEIVE THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 19th DECEMBER 2017:

The minutes were **APPROVED** as a true and accurate record.

MC 201. MATTERS ARISING:

F 116 – Art Trail – the Council have been advised that ADC will be following the same types of chain sawed wooden sculptures that have been installed in Bersted Park and would not be following the suggestions made by FPC.

The Clerk was requested to look through the S106 agreement to ascertain what the wording was with regard to this issue, in the first instance, to see if the art trail was a matter of consultation and if so the previous suggestions from Felpham Parish Council should be re-affirmed as a proposal from this Council.

There were no other matters arising.

MC 202. TO APPROVE THE BUDGET OF THE COUNCIL FOR FINANCIAL YEAR 2018/19:

The Finance & Administration Committee of the Council had prepared and agreed the overall budget for the Council for the forthcoming financial year 2018/19, at its meeting of 19th December 2017, with a recommendation that this now go to Main Council for ratification and agreement

It was proposed by Councillor M Copeland seconded by Councillor G Matthews, and on a unanimous vote, that the budget for financial year 2018/19, presented to this meeting by the Finance & Administration Committee, be approved and agreed without amendment. The budget for 2018/19 as agreed were as follows:

Expenditure £186,620.00

Income £61,290.00

MC 203. TO APPROVE AND SET THE PRECEPT FIGURE FOR FINANCIAL YEAR 2018/19:

The Finance & Administration Committee of the Council had after preparing and agreeing the overall budget for the Council for the forthcoming financial year 2018/19, at its meeting of 19th December 2017, agreed and set a precept figure with a recommendation that it be presented to Main Council for ratification and agreement.

It was proposed by Councillor P English seconded by Councillor G Matthews and on a unanimous vote that the precept figure for financial year 2018/19, presented to this meeting by the Finance & Administration Committee, be approved and agreed without amendment. The precept figure was set at £106,330.00, which equated to an annual payment of £21.95 for an average Band D property (a decrease of £0.08p on financial year 2017/18).

It was recognised that in these austere times the Council had performed well in managing to stay within all of its budgetary targets.

MC 204. MATTERS OF URGENT PUBLIC IMPORTANCE:

Councillor P English wished for the Clerk to confirm that the figure for the equipment sum under the Deed of Agreement for the Community Hall would be index linked at the time of signing.

There were no other matters of urgent public importance.

MC 205. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

Date of Next Meeting: Tuesday 6th February 2018.

The Chairman closed the meeting at 7:30 p.m.

Approved.....Chairman

Date

