

**MINUTES OF THE MEETING OF
FELPHAM PARISH COUNCIL
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM
1st MAY 2018.**

PRESENT: Councillors: M Harvey, Mrs G Moss, D Smart, Ms H Flynn, G Grundy,
Mrs J Wild, P English, Mrs M Harvey, Mrs R Kissell & G Matthews.

MC 1. APOLOGIES FOR ABSENCE:

Apologies were received from Councillors M Copeland, Ms L Jones and G Hewlett.

MC 2. ABSENCE WITHOUT APOLOGIES:

Councillors D Chuter and A Burrows.

There were no other absences without apology.

MC 3. DECLARATIONS OF INTEREST:

Councillor Mrs R Kissell declared a personal interest in any matters relating to the Bognor Regis Golf Club, should they be discussed.

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

MC 4. PUBLIC QUESTION TIME:

There was 1 member of the public present. No questions were raised at this point.

MC 5. TO RECEIVE THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 3rd APRIL 2018:

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

MC 6. MATTERS ARISING:

MC 260 (MC 236(4)) – the Clerk advised that the refurbishment of the toilets at Culver Road was due to begin at the end of September 2018.

MC 269 (BMD 135) – the Clerk advised that he had been advised that the ponding on the skate park was being chased up by ADC with the developers.

There were no other matters arising.

MC 7. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

- 1) **Arun District Council** – decisions made by the Cabinet at ADC between 23rd March and 3rd May 2018. None of these had any direct effect on the

Parish Council or residents of Felpham.

- 2) **WSSC** – notification of the scheduled refurbishment of the pedestrian crossing located on Flansham Lane (near Roundle Road). Work is due to commence on 14th May 2018, and will take around 3 weeks to complete.

The Council has been subsequently advised that due to unforeseen Circumstances work has been postponed but that they are working with the contractors to ascertain alternative dates to commence work.

- 3) **Butlin's Bognor Regis** – the Council had received a swimming pool update sheet, which had been sent to all Councillors prior to the meeting.
- 4) **Felpham Village Conservation Society & Victim Support** – letters of gratitude had been received by the Council for the grant awarded to each of these bodies.

MC 8. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

- (i) **County Councillor Ms H Flynn** – reported the following:

“Work at West Sussex continues as usual as reported last month.

With regard to Felpham matters the main issues are:

Unfortunately the continued appearance of potholes. I know many residents report to the hotline but many are still to be repaired. I have been pushing for quicker action and am pleased to report that 2 further roving 'seek and fill' teams have been created. The number of repair teams have been increased to 15 and are filling about 250 per day. The extra resources are being funded by the Government Pothole Action fund of £1.5 million.

The plans for Felpham Community School expansion have been published which show a 3 storey building, extension of the science lab, more 1st floor changing rooms, hard play areas, car parking, bike storage. There will need to be temporary accommodation during building works. I hope that this much needed expansion receives local support and that of Arun District.

Summerly Junction – I do not have an update on when this work would start as it is still under consultation. I can however update on the pedestrian crossing replacement. This is about to go out for public consultation but the start date is postponed – the work will happen but not as early as I had hoped.

At our last meeting concern was expressed over the effectiveness of the speed measures in the Downview area. The survey has been published which shows a speed reduction. Councillors should have received the information direct. It is available to the public also.

The future of Joint Arun Area Committees were also concerning the parish as they are seen as a vital link across all councils. I am hopeful that resulting from meetings between the Arun Leader and the Cabinet Member at County this is soon to be resolved and that our Joint Western Area committee will continue to function along with a Highways and Transport Sub Group”.

- (ii) **District Councillor Paul English** – spoke on his interpretation of the future of JWAAC and understood that ADC may look at the re-instatement of all three Arun groups in the future i.e JWAAC, JDALC and JEAAC.

He hoped that more interest from other Town & Parish Councils would be shown in the future to ensure the continuance of the JWAAC H&T Sub-Committee.

Standards Committee – he advised the meeting that the main issues reported to this Committee continued to be around declarations of interest by Councillors.

- (iii) **District & County Councillor David Edwards** – was not in attendance and therefore no report received.

MC 9. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Future Meetings:

- 1) **JWAAC** – 13th June 2018.
- 2) **JWAAC H&T Sub-Committee** – 22nd May 2018.

Meetings Attended/Held since the last meeting:

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

MC 10. TO RECEIVE THE MINUTES OF THE PLANNING ADVISORY COMMITTEE DATED 10th APRIL 2018:

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

MC 11. MATTERS ARISING:

There were no matters arising.

MC 12. TO RECEIVE THE MINUTES OF THE PROJECTS COMMITTEE DATED 10th APRIL 2018:

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

The Clerk reminded Main Council that as from its May meeting this Committee would be renamed the Projects & Resilience Committee.

MC 13. MATTERS ARISING:

PR 111 – it was requested that, in future, the actual date of the Fun On The Prom event (1st September 2018) appear on both the agenda and minutes. **This was agreed.**

There were no other matters arising.

MC 14. TO RECEIVE THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 16th APRIL 2018:

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

MC 15. MATTERS ARISING:

A 155 (ii) Binsted Avenue ponds – Councillors had been appraised, by -mail, of the progress being made, with ADC, to ascertain the nature of drains and flood mitigation at the above site and that this would be discussed further at the next meeting of the Allotments & Open Spaces Committee. **The Clerk was requested to contact Paul Cann at ADC for further information.**

A 159 – Felpham Allotments & Gardens Society – Councillor P English wished for the Council to congratulate FAGS on all the work they carried out on their site band in the community. **This was agreed.**

A 163 (iii) Old Rectory Gardens – the Clerk advised that as requested he had written to ADC for an update on the street lights in the gardens. A response was awaited.

There were no other matters arising.

MC 16. TO RECEIVE THE MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE DATED 16th APRIL 2018:

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

MC 17. MATTERS ARISING:

NP 130 Arun Local Plan Update (Bognor Regis Golf Club) – as had been requested the Clerk had written to the golf club. A response had been received advising the Council of the following:

“ BRGC are continuing to work in conjunction with Hallam Land on the project. Part of this project is to secure a relocation site for a new golf club, within a 2-mile radius of the existing Clubhouse, which is ongoing. The evolution of the project is currently on hold until the Local Plan is formally adopted, expected later this year. Once the Local Plan has been adopted then we would welcome the opportunity to discuss the project with Felpham Parish Council in more detail”.

NP 132 Community Resilience Plan – Councillor Mrs G Moss advised that Aldwick Parish Council had also now approached the Parish Council for resilience training.

There were no other matters arising.

MC 18. TO RECEIVE THE MINUTES OF THE BLAKE'S MEAD DEVELOPMENT COMMITTEE MEETING DATED 23rd APRIL 2018:

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

MC 19. MATTERS ARISING:

BMD 143 – Downview Road Traffic Mitigation Scheme - the County Councillor was asked if dates could be provided when the speed data was taken.

BMD 149 Community Facility Update (Drains) – the Clerk had written to ADC on this and had been advised that they would also chase this issue up as they believed it was a problem that lay with the developers. The Clerk also advised that he had written to the person that had taken over from Robert Barber at BDW Homes and was awaiting a response. The meeting was told that the drains had recently been investigated and cleaned by Reilly's.

There were no other matters arising.

MC 20. TO RECEIVE THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 23rd APRIL 2018:

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

MC 21. MATTERS ARISING:

F 193 (F180 Deed of Agreement for the Community Hall) – the Clerk had contacted both the Council's solicitors and ADC's solicitors on this. The latest update was that the hold up was currently with Moore-Blatch (the developers solicitors) as the person who was responsible for Blake's Mead had recently left and had been replaced by a new member of staff. She has been on annual leave and therefore an update was pending.

F 194 (i) National Salary Award – the meeting had been advised of the figures that came into effect from 1st April 2018 which showed a 2% increase in salary for the Clerk. **Main Council was requested to confirm the recommended salary increase for the Clerk for 2018/19. On an unanimous vote the increase was approved.**

There were no other matters arising.

MC 22. TO AGREE THE SIGNING OFF, BY THE CHAIRMAN OF THE COUNCIL, OF THE ANNUAL RETURN OF THE COUNCIL FOR FINANCIAL YEAR 2017/18:

The official close down of the Council's accounts for financial year 2017 /18 had taken place on the 5th April 2018. The meeting was requested to agree that the Chairman of the Council sign the accounts off as a fair representation of the financial position of the Council as of 31st March 2018.

This was agreed and the accounts were duly signed off by the Chairman of the Council, for financial year 2017/18.

MC 23. MATTERS OF URGENT PUBLIC IMPORTANCE:

There were no matters of urgent public importance.

MC 24. BUSINESS AT THE CHAIRMAN'S DISCRETION:

(a) **Bespoke Councillor Training** – the Clerk of the Council advised that the three new co-opted Councillors were to be booked onto the new Councillor training day in June 2018. Unfortunately all the places on that course had been taken. In this respect, and given that there were also 6 other co-opted Councillors on the Council who had not been on any training course, the Clerk had made enquiries into having a bespoke training session for Felpham Councillors only at the Community Hall. The Clerk had talked to SALC on this who were prepared to do this with a date of Tuesday 29th May pencilled in. The cost of a bespoke course is £500.00 (there is £1,000.00 in the Council's budget for Councillor Training). The Clerk also felt that other Councillors may wish to attend the course as a refresher. The meeting was requested to discuss this proposal.

After discussion it was RESOLVED that the training be booked and that all Councillors be invited to attend.

There was no other business at the Chairman's discretion.

Date of Next Meeting: Tuesday 5th June 2018.

The Chairman closed the meeting at 7.57 p.m.

Approved.....Chairman

Date