

**MINUTES OF THE MEETING OF
FELPHAM PARISH COUNCIL
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM
3rd JULY 2018.**

PRESENT: Councillors: M Harvey, Mrs M Harvey, Mrs G Moss, G Grundy, M Copeland, P English, Mrs J Wild, G Matthews, G Hewlett, Mrs R Kissell & Ms L Jones.

For accuracy purposes only in the absence of the Chairman and the Clerk this meeting was recorded.

Vice-Chairman Councillor Mrs G Moss chaired the meeting.

MC 53. APOLOGIES FOR ABSENCE:

Apologies were received from Councillor D Smart as he was on annual leave and Councillor Ms H Flynn – unwell.

MC 54. ABSENCE WITHOUT APOLOGIES:

Councillor D Chuter was absent without apology.

There were no other absences without apology.

MC 55. DECLARATIONS OF INTEREST:

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

MC 56. PUBLIC QUESTION TIME:

There were 3 members of the public present. No questions were raised at this point.

MC 57. TO CONSIDER THE FILLING OF TWO COUNCILLOR POSITIONS ON THE COUNCIL:

Two prospective candidates for the vacant Co-opted Councillor positions on the Council had been invited to the meeting – these were Anne Barker and Matthew Rumsey. Councillors had been sent, prior to the meeting, the resumes that had been sent in by each candidate. Each was requested to do a brief outline of themselves, followed by a question and answer session with Councillors.

On conclusion of the question and answer sessions, the candidates were requested to leave the meeting room so that Councillors could discuss each application, and make a determination as to whether or not the candidates would be co-opted onto the Council.

The following was RESOLVED, on a vote, that both candidates be co-opted on to the Council.

At the conclusion of this the candidates returned to the meeting room and each

asked if they still wished to be a member of the Council so that they could be advised of the outcome and decision of the Council.

It was confirmed that Anne Barker and Matthew Rumsey would be co-opted Councillors forthwith and made their formal declarations of acceptance.

They were advised that, initially, that they would be members of the Allotments and Blake's Mead Development Committees of the Council.

They were then requested to join the meeting, from this point, but advised that they would not be able to vote on any items discussed by the Council until they had returned their Code of Conduct and Register of Interest forms to the Clerk.

MC 58. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5th JUNE 2018:

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

MC 59. MATTERS ARISING:

MC 33 (2) Councillor vacancy – the Clerk advised that the notices for the Councillor vacancy had now expired and the Council could now co-opt a new member onto the Council.

MC 33 (7) Request for dog bin for twitten leading to Summerly Estate from Leverton Avenue – a site had now been identified for this and in this respect the Council was requested to confirm the purchase of a dog bin for the sum of £340.00 plus VAT. **It was RESOLVED on a unanimous vote for this to go ahead – a map of the triangle of green at Hynde Road will go to Arun.**

MC 33 (9) Councillors were reminded of the Business Planning training session to be held on 31st July 2018 at The Community Hall – at 6pm.

MC 41 A15 Old Rectory Gardens Lights – Councillor Mrs M Harvey asked if there was any update – we have been informed that this is on the list of works.

MC 50 Substitute Members for Committees – the Clerk reported that 5 Councillors had stated their interest in being substitute members. These were as follows:

- Councillor G Hewlett – substitute for Blake's Mead Development Committee.
- Councillor M Copeland – substitute for all Committees.
- Councillor Mrs J Wild – substitute for Planning Committee.
- Councillor G Matthews – substitute for Allotments & Open Spaces Committee.
- Councillor Ms L Jones – substitute for Blake's Mead and Finance Committees.

The meeting was requested to confirm that the above be confirmed and agreed by Main Council. **On a unanimous vote the "pool" was agreed.**

There were no other matters arising.

MC 60. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

- 1) **Arun District Council** – decisions made by the Cabinet at ADC between 7th and 14th June 2018. None of these had any direct effect on the Parish Council or residents of Felpham.
- 2) **CC Solar** – the Clerk reported that the new lights and lamp covers for the faulty solar lights on the promenade would be installed on Friday 6th July 2018.

MC 61. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

(i) County Councillor Ms H Flynn –

I have been a little out of action this month due to ill health but all is improving. I just want to highlight a few points:

A259 Cycle Path – at last we are free of traffic lights and the grid lock at the Felpham Way roundabout. It is pleasing to note that it is being used and has been well received by cyclists.

Felpham Way – the work at the University entrance is completed which had caused further hold ups. Work on re-surfacing is long awaited and I was pleased to see the emergency pot hole repair near the Ley Road junction has now been properly done and surrounding surfaces brought up to standard.

The work to the junction and construction of a roundabout at Summerley Lane will be delayed as 5 residents objected which necessitates more consultation.

Parking issues across Felpham continue to cause concern but with no solution in sight as enforcement by police or parking wardens seem difficult to achieve. I will keep trying!

Adoption of roads by WSCC of Blake's Mead has been the subject of varying reports and enquiries to be as the county councillor, I therefore contacted the Cabinet member for a definitive answer – his reply is as follows:

"I can confirm that phase 1 and 2 have not been formally adopted by the County Council at this point. It is also the case that phase 1 and 2 will need to be adopted together, due to the fact that access is required through phase 2 to access phase 1. The County Council will adopt new roads subject to them reaching the required standard and the satisfactory completion of a maintenance period.

To be clear on this, it is the developers responsibility to offer roads for adoption to the required standard. They are under obligation to offer any road for adoption and the County Council has no powers to force this matter. Officers work as quickly as resources allow to process new adoption agreements but clearly this is dependent on each developer meeting the required standard.

With regards to speed limits on the new estate, the roads have been designed through the planning process to comply with a 30mph limit. There is no obligation on the developer to look to implement a 20mph limit, and any request subsequent to formal adoption would need to come through the normal CLC TRO application process.

I'm afraid I can't at this point give any indications of formal adoption timescales: as above, this is dependent on the developer offering the estate roads to the required specification. If residents are concerned about the time this process is taking, I would suggest they try and apply pressure on the developer directly".

I have had many individual requests for advice or assistance which I continue to progress as best I can.

I wish you all a super summer.

Hilary.

(ii) District Councillor Paul English –

Had been unwell and had nothing to report.

(iii) District & County Councillor David Edwards –

Had been contacted – had nothing to report.

MC 62. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Future Meetings:

- 1) JWAAC – 31st October 2018 – Venue to be confirmed.**

Meetings Attended/Held since the last meeting:

Councillor G Matthews – reported on both the JWAAC H&T Sub-Committee and main JWAAC meetings that he had attended as the Council's representative. Notes taken by Councillor Matthews from these meetings had been distributed to all Councillors with their agendas for this meeting. Questions were invited from Councillors on these notes.

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

MC 63. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING ADVISORY COMMITTEE DATED 12th JUNE 2018:

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

MC 64. MATTERS ARISING:

There were no matters arising.

MC 65. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & RESILIENCE COMMITTEE DATED 12th JUNE 2018:

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

MC 66. MATTERS ARISING:

PR 28 – First Aid Box for Hall users – the Clerk advised that this had been brought up for discussion at the Blake's Mead Development Committee and had been referred back to the Finance Committee of 23rd July 2018, for consideration.

After a vote of 8 for, 1 against and 3 abstentions it was decided that the wording in the Hall Hirer agreement regarding First Aid responsibility to be **highlighted** and remain the same and this item will now not need to be referred to at the next Finance meeting on 23rd July 2018. (Councillor M Copeland proposed, Councillor M Harvey seconded).

There were no other matters arising.

MC 67. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 18th JUNE 2018:

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

MC 68. MATTERS ARISING:

A 23 (i) Anti-Litter signs for King George V Playing Fields – for the benefit of those members who had not been at the Committee meeting, Councillor Mrs J Wild was asked to present to the meeting the process thus far behind the anti-litter signs and how the wording of the signs had come about (copies of the proposed sign had been attached to the minutes of the Committee). There then followed a question and answer session, after which the meeting considered the resolution from the Committee which was to install the signs on King George V Playing Fields. Also discussion whether the sign should it go ahead, have Felpham Parish Council's logo displayed on this.

On a named vote for the signs:

In Favour: Councillor P English, Councillor Mrs M Harvey, Councillor M Harvey, Councillor J Wild, Councillor M Copeland, and Councillor G Matthews.

Against: Councillor Mrs R Kissell, Councillor G Grundy, Councillor G Hewlett, Councillor Ms L Jones and Councillor Mrs G Moss.

On a named vote for FPC logo to appear:

**In favour: Councillor P English, Councillor Mrs M Harvey,
Councillor M Harvey, Councillor Mrs J Wild,
and Councillor M Copeland.**

**Against: Councillor R Kissell, Councillor G Grundy, Councillor G Hewlett,
Councillor L Jones, Councillor G Matthews and Councillor G Moss.**

It was RESOLVED that the signs go ahead but without the FPC logo.

Councillor P English proposed an anti-litter campaign appear on the Projects Committee agenda. As this had already been published, it would go on August 14th Agenda. This was seconded by Councillor J Wild – all agreed.

A 23 (ii) Rectory Garden lights –

Councillor Mrs M Harvey raised concern over these still not working properly.

ADC are currently looking at the situation and will advise us accordingly.

A 29 Grassmere Parade – WW1 Memorial Seat – the Clerk advised that the installation of the memorial seat at Grassmere Parade now had the permission of WSCC subject to a 28 day period of notification of intent to install a bench on the site (signs for this have been placed on the site).

There were no other matters arising.

**MC 69. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
NEIGHBOURHOOD PLAN COMMITTEE DATED 18th JUNE 2018:**

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

MC 70. MATTERS ARISING:

NP 25: Councillor M Harvey queried why we would have to wait until a decision had been made on the Arun Local Plan – Assistant to the Clerk said she would contact Maureen Chaffe and consult with the Clerk for clarity.

There were no other matters arising.

**MC 71. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
BLAKE'S MEAD DEVELOPMENT COMMITTEE MEETING DATED 25th JUNE
2018:**

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

MC 72. MATTERS ARISING:

BMD 19 (iii) Deed of agreement for Community Hall – Councillor P English raised concerns over this not being completed. Councillor Mrs G Moss confirmed that the Clerk had been chasing up the Solicitors on a very regular basis.

Councillor Mrs G Moss also stated that if the situation should continue the Solicitors Regulations Board should be contacted.

There were no other matters arising.

MC 73. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 25th JUNE 2018:

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

MC 74. MATTERS ARISING:

F 27 (i) Purchase of lap-top – a recommendation had been made by this Committee to Main Council to purchase a lap-top (for the sum of £180.00) and loan this to the Councillors Harvey to enable them to access their new Councillor e-mail accounts. The meeting was requested therefore to consider this and make a decision. After a lengthy and in depth discussion:

On a vote of 3 for with 5 against and 3 abstentions it was RESOLVED that the recommendation be rejected.

There were no other matters arising.

MC 75. MATTERS OF URGENT PUBLIC IMPORTANCE:

There were no matters of urgent public importance.

MC 76. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

Date of Next Meeting: Tuesday 4th September 2018.

The Chairman closed the meeting at 8:23 p.m.

The meeting had been extended as it ran for over 2 hours – Councillor G Matthews proposed – Councillor G Hewlett seconded – all agreed.

Approved.....Chairman

Date