

**MINUTES OF THE MEETING OF  
FELPHAM PARISH COUNCIL  
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM  
8<sup>th</sup> JANUARY 2019.**

**PRESENT:** Councillors: D Smart, M Harvey, Mrs G Moss, G Grundy, G Matthews, G Hewlett, Miss A Barker, M Copeland, Mrs J Wild, Mrs M Harvey & M Rumsey.

**MC 181. APOLOGIES FOR ABSENCE:**

Apologies had been received from Councillors Ms H Flynn, P English & Mrs R Kissell.

No other apologies had been received.

**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. No questions or issues were raised.

**MC 185. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 4<sup>th</sup> DECEMBER 2018:**

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

**MC 186. MATTERS ARISING:**

**MC 165 – Scam Presentations** – Councillor G Matthews now arranged for two further presentations along with one to be made at the Annual Parish (Electors) Meeting to be held in April 2019.

**MC 167 District Green Infrastructure Masterplan** – the Clerk confirmed that copies of the presentation made to this meeting had been received and circulated to all Councillors.

**MC 167 Discharge into the Rife at Southern Water Depot** – the Clerk, as requested, had contacted Karl Roberts of ADC on this matter, who had suggested the Council contact the Environment Agency (EA). This was done on the 11<sup>th</sup> December 2018 with an acknowledgement of receipt of the e-mail received from EA. A formal response was received on the 8<sup>th</sup> January 2019 stating that EA were unaware of any such incident and suggesting that this be

reported to their Incident Hotline (telephone) from which a report to investigate would be sent to their officers in the area. The Clerk now requested how the Council now wished to deal with this as he had no concrete/confirmed information on this and no dates or times to provide. **It was agreed that Councillors keep an eye on the situation and should any sightings of lorries at the location be observed these be reported to the Clerk.**

**MC 171** – Councillor G Hewlett reported that the solar panels were due to be installed at the end of next week (17/18<sup>th</sup> January) and the acoustic curtains installed by the end of January.

**MC 173 Matters Arising (A116 footpaths blocked off between Felpham, Bersted and Bognor Regis** – the Clerk advised that, as requested, the forms against the closure of the access to the footpaths in question had been placed on the Council's web site.

There were no other matters arising.

#### **MC 187. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:**

- 1) Arun District Council** – decisions made by Cabinet Members at ADC during December 2018 and on the 3<sup>rd</sup> and 10<sup>th</sup> January. None of the decisions had any direct effect on the Parish Council or residents of Felpham.
- 2) ADC** – the Council have been made aware that a review is due to be undertaken of Member's Allowance Scheme. The report from this will go to the Full Council of ADC in February 2019. The outcome of the review and decision will determine the level of remuneration for Felpham Parish Councillors post the next election.
- 3) WSCC** – the Council are in receipt of the 2019/20 dates for JWAAC Meetings. These will be as follows: 6<sup>th</sup> February 2019 / 19<sup>th</sup> June 2019 / 27<sup>th</sup> November 2019 and 11<sup>th</sup> March 2020.
- 4) Age UK West Sussex** – the Council had received written confirmation that the grant made to the Regis Social Subscribing initiative would only be used for the patients from Flansham Park Health Centre.
- 5) Solafields** – the meeting was advised of a consultation and exhibition event that was due to take place at the Felpham Memorial Village Hall on 14<sup>th</sup> January 2019 between 4 and 7.30 p.m. with regard to a proposed solar farm at Lidsey Farm.
- 6) ADC** – the Council were in receipt of proposed events to be held in Felpham during 2019 (these were only events that had been formally advised to ADC). Councillors were requested to note that these were all at the application stage and not to be promoted or advertised at this time. Copies of the events and proposed dates had been sent to all Councillors by e-mail.

#### **MC 188. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:**

- (i) County Councillor Ms H Flynn** – was absent from the meeting and had advised the Clerk that she had nothing new to report – December being a quiet period at the County Council.
- (ii) District Councillor Paul English** – was not in attendance, at this time, and therefore there was no report to be received

- (iii) **District & County Councillor David Edwards** (Felpham East) – was absent from the meeting.

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

The Clerk reported the following:

**Future Meetings:**

- 1) **JWAAC** – 6<sup>th</sup> February 2019 – Venue to be confirmed.
- 2) **JWAAC H&T Sub-Committee** – 15<sup>th</sup> January 2019. To be held Durban House, Durban Road, Bognor Regis (Conference Room 1) between 6-8 p.m.

**MC 190. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING ADVISORY COMMITTEE DATED 11<sup>th</sup> DECEMBER 2018:**

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

**MC 191. MATTERS ARISING:**

**PL 102** – Councillor G Matthews advised that building at 22 North Way (planning application FP/249/18/PL) had commenced despite the fact that the application had not yet been approved by Arun District Council (Felpham Parish Council had objected to the application).

There were no other matters arising.

**MC 192. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & RESILIENCE COMMITTEE DATED 11<sup>th</sup> DECEMBER 2018:**

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

**MC 193. MATTERS ARISING:**

There were no other arising.

**MC 194. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 17<sup>th</sup> DECEMBER 2018:**

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

**MC 195. MATTERS ARISING:**

**A 129 - Binsted Avenue Ponds** – the Clerk advised that he had not yet been able “chase up” the contractors to carry out the works but would do asap.

**A 130 – Additional allotment plots** – the Clerk was currently trying to identify the “appropriate” person to whom the enquiry for additional allotment plots on Blake’s Mead could be sent.

**A 131 – Old Rectory Gardens Lights** – the Clerk would be chasing this up in the near future.

There were no other matters arising.

**MC 196. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE NEIGHBOURHOOD PLAN COMMITTEE DATED 17th DECEMBER 2018:**

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

**MC 197. MATTERS ARISING:**

**NP 96 – Neighbourhood Plan Review** – the meeting was requested to confirm/ratify the recommendation made by this Committee to Main Council, which was as follows:

***“The meeting carefully considered the way forward on this. The Clerk and Neighbourhood Plan Advisor advised that the level of changes that had been made to the original NP document, with their only being minor amendments to existing policies (to make them more robust) and only a few additional new policies which were not significant to trigger any referendum in the future, that the meeting may wish to consider alternatives to the currently proposed public open consultations.***

***After much discussion the following was RESOLVED:***

- 1) That the public open consultations to be carried out at two venues in the Parish not go ahead,***
- 2) that the consultation process be carried out through Survey Monkey, and***
- 3) to facilitate maximum input opportunities for residents to be involved and to comment on the reviewed document through Survey Monkey, the following mediums would be used to promote and advertise the survey:***

- Facebook***
- Twitter***
- Local newspapers***
- Parish Council web site***
- Felpham in Focus***
- Parish Council Noticeboards***
- Static displays x2 in different parts of the Parish.***

- 4) It was further agreed that the public would also have the opportunity to comment and have input on issues outside of the NP that may be considered for inclusion in the existing Community Action Plan”.***

It was proposed by Councillor Mrs G Moss, seconded by Councillor Miss A Barker and on an unanimous vote **RESOLVED** that the recommendation made by the Neighbourhood Plan Committee (above) be agreed.

There were no other matters arising.

**MC 198. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 18<sup>th</sup> DECEMBER 2018:**

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

**MC 199. MATTERS ARISING:**

There were no matters arising.

**MC 200. TO APPROVE THE BUDGET OF THE COUNCIL FOR FINANCIAL YEAR 2019/20:**

The Finance & Administration Committee of the Council had prepared and agreed the overall budget for the Council for the forthcoming financial year 2019/20, at its meeting of 18<sup>th</sup> December 2018, with a recommendation that this now go to Main Council for ratification and agreement

**It was proposed by Councillor D Smart, seconded by Councillor M Copeland and on a unanimous vote, that the budget for financial year 2019/20, presented to this meeting by the Finance & Administration Committee, be approved and agreed without amendment. The budget for 2019/20 as agreed were as follows:**

**Expenditure £245,721.00**

**Income            £65,500.00**

**MC 201. TO APPROVE AND SET THE PRECEPT FIGURE FOR FINANCIAL YEAR 2019/20:**

The Finance & Administration Committee of the Council had after preparing and agreeing the overall budget for the Council for the forthcoming financial year 2019/20, at its meeting of 18<sup>th</sup> December 2018, 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 M Copeland, seconded by Councillor G Hewlett and on a vote of 9 for, 0 against and 2 abstentions (Councillors Mr & Mrs Harvey) that the precept figure for financial year 2019/20, presented to this meeting by the Finance & Administration Committee, be approved and agreed without amendment. The precept figure was set at £111,471.00, which equated to an annual payment of £22.62 for an average Band D property (an increase of £0.67p on financial year 2018/19).**

**MC 201. MATTERS OF URGENT PUBLIC IMPORTANCE:**

There were no matters of urgent public importance.

**MC 202. BUSINESS AT THE CHAIRMAN'S DISCRETION:**

- (i) Parish Council Web Site Information** – Councillor P English had requested that this matter be brought up at this meeting. In his absence the Clerk advised the meeting that Councillor English had sent in a raft of questions with regard to the web site data that had been provided. The Clerk had forwarded these to the web site administrator for comment and response and that once these had been received the information would be forwarded to all Councillors.

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

**Date of Next Meeting:** Tuesday 5<sup>th</sup> February 2019.

The Chairman closed the meeting at 6.52 p.m.

Approved.....Chairman

Date .....