

**MINUTES OF THE MEETING OF
FELPHAM PARISH COUNCIL
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM
5th MARCH 2019.**

PRESENT: Councillors: D Smart, M Harvey, G Grundy, G Matthews, P English, G Hewlett, Miss A Barker, M Copeland, Mrs M Harvey, M Rumsey, Ms H Flynn & Mrs R Kissell.

MC 222. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors Mrs G Moss & Mrs J Wild.

MC 223. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

MC 224. DECLARATIONS OF INTEREST:

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

MC 225. PUBLIC QUESTION TIME:

There were 2 members of the public present. No questions or issues were raised.

MC 226. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5th FEBRUARY 2019:

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

MC 227. MATTERS ARISING:

There were no matters arising.

MC 228. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

- 1) Arun District Council** - decisions made by Cabinet Members at ADC between the 7th February & 28th February 2019. None of the decisions had any direct effect on the Parish Council or residents of Felpham.
- 2) PCSO Ollie Smith** – at the last meeting that Ollie had attended he was asked if he would be able to attend more frequent meetings of the Council. He had been advised by Sgt West that the forces stance is that PCSO's attend meetings once annually.
- 3) NHS Coastal West Sussex Clinical Commissioning Group** – notification of forthcoming discussions to be held on the future of health and care services. The two nearest ones for Councillors to be able to attend are Tuesday 19th

March 2019 at the Barn, Field Place, Worthing 5 to 7 p.m. or Wednesday 20th
March 2019 at the Assembly Room, The Council House, North Street,
Chichester 10a.m. to 12 noon.

- 4) St Mary's PCC** – the Parish Council have been approached with a request to consider the PCC having a small noticeboard (lockable cabinet) at the Felpham Community Hall site (A3 size) preferably on an outside wall or fixed into the ground. This is because they would like to make people aware of where the church is, times of services, who to contact re-baptisms etc.

Councillor M Copeland declared a personal interest as a member of St Mary's Church.

It was proposed by Councillor M Rumsey and seconded by Councillor M Harvey that agreement be given for St Mary's PCC to place a small noticeboard at the Felpham Community Hall. **On a vote of 7 for with 3 against and 2 abstentions it was RESOLVED that permission be granted to St Mary's PCC to place a noticeboard at the Felpham Community Hall.**

The positioning of this to be determined / agreed.

- 5) Blake's Mead Road Adoption** – the latest information that had been made available to the Council was as follows:

- **Phases 1 & 2** - roads, all being well, will be adopted at the end of March 2019.
- **Phases 3A, 3B, 4 & 5** – adoption agreements are not in place. It is expected that these agreements will be put in place during the course of this year and once works have served a maintenance period (normally 12 months) the roads will be adopted at some point during 2020.

MC 229. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

(i) County Councillor Ms H Flynn –

- most of February takes up setting Council budgets. An anticipated increase will be in the region of 5%.
- Downview School have received a good OFSTED report.
- Summerley Lane works due to be finished by Monday 11th March.
- 20 mph consultation finished on 28th February.

(ii) District Councillor Paul English –

- cuts made at ADC. Recycling monies from WSCC have been removed.
- homeless cuts, also made by WSCC.
- budgets have been passed by ADC for 2019/20.

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

MC 230. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Past Meetings: Councillor G Matthews reported on his Blake's Mead update information sheet that was sent to the Blake's Mead Community Association and previously circulated to all Councillors.

Future Meetings:

- 1) **ADALC** – 27th March 2019 – Bognor Regis Town Hall – 7 p.m.
- 2) **JWAAC** – 19th June 2019 – venue tbc.
- 3) **JWAAC H&T Sub-Committee** – 28th May 2019 – venue tbc.

MC 231. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 12th FEBRUARY 2019:

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

MC 232. MATTERS ARISING:

PL 132 – Neighbourhood Plan Environmental Assessment – the Council have now been advised that there will not be a necessity for the Council to carry out an Environmental Assessment as part of the review of its Neighbourhood Plan.

PL 133 – Neighbourhood Plan Questionnaire – the Clerk advised that this had now gone live with a closing date for consultation of the end of the month (March 2019).

There were no other matters arising.

MC 233. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 12th FEBRUARY 2019:

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

MC 234. MATTERS ARISING:

F 161 – the Clerk advised that he had not, currently, received any information back on the possibility of maps of Felpham (based on the large one purchased for the Council Offices) being made available to the Council. The Clerk was requested to contact ADC for pdf maps of the Felpham Eastern and Felpham West Wards.

F 163 – Parish **Council web site** – the Clerk had been requested to ascertain whether the Council's web site was mobile phone "friendly". He advised the meeting that it was other than the Google calendar.

There were other no matters arising.

MC 235. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 19th FEBRUARY 2019:

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

MC 236. MATTERS ARISING:

A 161. Councillor G Matthews updated the meeting on the latest information relating to the Rowan Way / Ash Grove turning on the A29.

There were no other matters arising.

MC 237. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & RESILIENCE COMMITTEE DATED 19th FEBRUARY 2019:

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

MC 238. MATTERS ARISING:

There were no matters arising.

MC 239. MATTERS OF URGENT PUBLIC IMPORTANCE:

(i) Signing of the Deed of Agreement and the Lease relating to the Changing Facilities at the Felpham Community Hall, Meaden Way, Felpham.

The Clerk advised the meeting that it had come to light that the Deed of Agreement and Lease for the Changing Rooms for the Felpham Community Hall required two authorised signatories, rather than the one requested previously. In this respect the two documents had come back to the Council to be re-executed and signed by two designated signatories of the Council and witnessed by the Clerk. The Council was therefore requested to agree that a resolution be passed to re-execute and sign the two documents and for the meeting to confirm the Council's two signatories for this.

On an unanimous vote it was RESOLVED that the two documents be re-executed and signed by Councillors D Smart and M Copeland and witnessed by the Clerk. The two documents were duly signed in front of the meeting.

At the conclusion of the formal documentation being signed a presentation for the sum of £1.00 was made to District Council representative Councillor Paul English (who accepted this on behalf of the Leader of Arun District Council, Councillor Mrs Gillian Brown) this sum/payment being for the transfer of ownership of the Felpham Community Hall to Felpham Parish Council, in perpetuity.

Councillor P English thanked the Council for the sum received and made a speech with regard to how things had come to this point. A copy of his speech / presentation are attached to these minutes.

(ii) Tendering for the Maintenance of Fisherman's Gardens (from 1st April 2019):

The Clerk advised that as the Allotments & Open Spaces Committee had only, last week, made a decision on the wording for the above, that time was now restricted in terms of getting the documentation out and a return date made in order for a decision to be made by Council on their preferred contractor and for the successful contractor to be able to start work from 1st April 2019. To expedite this the Clerk had sent out the tendering information to the three contractors already approved on the 26th February 2019 by recorded delivery with a return date of Monday 18th March 2019 – 12 noon. The contractors have also been advised that the decision of the Council will be made to them by Friday 22nd March 2019 (just one week prior to the start of the contract). In order for this to happen Main Council need to make the decision as to whether or not it wishes to invoke delegated powers to the Chairman of the Council, the Chairman of the Allotments Committee and one other Councillor to open the tender documents prior to Friday 22nd March 2019, and make the decision, on behalf of the Council, as to the preferred contractor.

On an unanimous vote it was RESOLVED that Councillors D Smart, M Copeland and P English open the returned tender documents and be given delegated powers to make a decision on behalf of the Council for the preferred contractor for the maintenance of Fisherman's Gardens for the next three year period (from 1st April 2019).

- (iii) Closure of footpaths and access to land at Bognor Regis / Bersted / Felpham -** Councillor Mrs M Harvey advised that she had been approached by the landowner who was now happy for dog walkers etc to access his land over the footbridge and walk along the northern side of his land. Councillor Mrs M Harvey had advised Councillor Mrs J Wild of this, who was happy. It was agreed that the address of the landowner be advised to the Clerk so that he could write to him to confirm the conservation with Councillor Mrs M Harvey.

There were no other matters of urgent public importance.

MC 240. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

Date of Next Meeting: Tuesday 2nd April 2019.

The Chairman closed the meeting at 7.13 p.m.

Approved.....Chairman

Date

APPENDIX A:

Chairman, Councillors, Public,

In what appeared to be a long time ago now, when plans finally moved ahead with Site Six, the topic of the hall raised its head.

With the assistance of some good Arun officers and Councillors, the Cabinet agreed that the hall would come to the community via the Parish Council for the sum of £1.00.

As a member of Arun District Council at the time I of course greatly supported this and as the Chairman of Felpham Parish Council at the same time, I put this to the council and it was agreed by the council to 'Agree in principle' to accept this hall for the community for the sum of £1.00.

Over the next few years there was a great deal of debate and many concerns were aired and much financial forecasting with the Clerk and some Councillor assistance we agreed to formally move forward.

So here we are today and I am accepting the £1.00 on behalf of Arun District Council from Felpham Parish Council.

A full circle.

I believe that many thanks should go to those Councillors that have worked to this end and to another past chairman Councillor David Edwards and the present chairman of Felpham Parish Council, Councillor Dave Smart and supporters and officers that brought us to this point.

Well done to everyone at Arun and Parish.

May there be many successful years going forward.

Paul English – Councillor Felpham East
Councillor Arun District Council