

**MINUTES OF THE MEETING OF
FELPHAM PARISH COUNCIL
HELD AT THE FELPHAM COMMUNITY HALL, FELPHAM
2nd APRIL 2019.**

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

P English (arrived at 7.25pm during discussions on Agenda Item 16 Footpaths linking Bersted, Felpham and Bognor Regis)

MC 241. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors G Hewlett & Ms H Flynn.

MC 242. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

MC 243. DECLARATIONS OF INTEREST:

Councillors Mr & Mrs Harvey declared personal interests in matters relating to footpaths linking Bersted, Felpham and Bognor Regis as they knew the landowner in question.

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

MC 244. PUBLIC QUESTION TIME:

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

MC 245. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5th MARCH 2019:

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

MC 246. MATTERS ARISING:

MC 228 (4) – the siting of the church noticeboard had been agreed by the Clerk and Chairman of the Council. The site would be on the rear wall of the building adjacent to the directional sign for the entrance to the Community Hall.

MC 232 (PL 133 – Neighbourhood Plan Questionnaire) – the Clerk advised that the consultation on the reviewed document had finished on 31st March 2019, the results from which would be reported to the next Planning and Licensing Advisory and Neighbourhood Plan Committee.

MC 234 (F 161) – the Clerk advised that he had now received pdf maps for both the Felpham East and West electoral Wards.

There were no other matters arising.

MC 247. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

- 1) Arun District Council** - decisions made by Cabinet Members at ADC between the 7th March & 28th March 2019. None of the decisions had any direct effect on the Parish Council or residents of Felpham.
- 2) Arun District Council** – notification of minor changes that have been made to the Local Assessment Procedure which is used to assess complaints made under the Code of Conduct. The changes were recommended by the ADC Standards Committee to ADC Full Council on 13th March 2019 and were accepted without any amendment.
- 3) Arun District Council** – confirmation of the acceptance of Felpham Parish Council's contribution of £3,500.00 towards public toilets in Felpham for financial year 2018/19 and the same in 2019/20. The Clerk advised that the monies for 2018/19 had now been paid to ADC.
- 4) Parish Councillor Remuneration Figure for 2019/20** – the Clerk confirmed that post ADC making its decision on Councillor remuneration for ADC Members that the remuneration figure for Parish Councillors would be £548.00 per annum.
- 5) West Sussex County Council** – correspondence had been received with regard to the consultation held on a 20mph scheme for Felpham (as part of the Road Traffic Mitigation Scheme proposals). They had received twelve objections and eight in support of the scheme. The maximum number of objections they could sustain without consulting with JWAAC is five and therefore a report will be prepared for the June JWAAC meeting.

It is understood that one of the objectors intends to submit a petition in support of her objection and another objector has submitted an FOI probably to support his position.

- 6) Bognor Regis Town Council (BRTC)** – a request had been received by the Parish Council to consider whether or not BRTC could install sponsored planters on the Felpham side of Felpham Way (to mirror what they have on the other side of the same road).

It was proposed by Councillor M Copeland and seconded by Councillor Mrs J Wild that the proposal be agreed.

A counter proposal was made by Councillor Mrs M Harvey and seconded by Councillor M Harvey that permission be granted with the proviso that the wording Bognor Regis Town Council did not appear on the planters.

The counter proposal was voted on first, and on a vote of 5 for with 5 against and 1 abstention, and with the Chairman having the casting vote and using this against the proposal, the proposal fell.

As the counter proposal fell the substantive proposal went forward and therefore it was RESOLVED that Bognor Regis Town Council could place / install sponsored planters on the Felpham side of Felpham Way.

- 7) **Solar Lights – Felpham Promenade** – the meeting was requested to consider the replacement of the solar panels on the existing solar lights on the Felpham Promenade. This was required as a result of vandalism. The company that had provided and installed the lights had quoted a cost of £875 +VAT to replace these (with new led lights less susceptible to damage). The Clerk advised that the Council had £1750.00 in its Street Lighting Maintenance budget for 2019/20 and £10,000.00 for additional promenade lights.

It was proposed by Councillor M Copeland and seconded by Councillor M Harvey and on a vote of 10 for with 1 abstention the replacement of the lights on Felpham Promenade was agreed for the sum of £875 + VAT.

- 8) **Arun District Council** – the Parish Council had received the formal documentation of the Order made for the Parish Boundary change made between Felpham and Yapton Parishes. As from the date of the order the pocket of land that makes up the proposed school site and senior football pitch and pavilion on the Blake's Mead development now falls within the Felpham Parish boundary.
- 9) **Butlin's Bognor Regis** – the Council have received the latest (Spring 2019) edition of the Butlin's Neighbourhood Newsletter. This had also been circulated to all Councillors. Prior to this meeting

MC 248. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

- (i) **County Councillor Ms H Flynn** – was absent from the meeting and therefore there was no report received.
- (ii) **District Councillor Paul English** – was absent from this part of the meeting.
- (iii) **District & County Councillor David Edwards** (Felpham East) – was not in attendance and therefore no report received.

MC 249. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Past Meetings:

"Our Population Health Check" seminar. Councillors G Matthews and Mrs R Kissell reported back on this. Councillor G Matthews will send the "minutes" of the seminar to the Clerk for circulation to Councillors in due course, and once received.

Future Meetings:

- 1) **JWAAC** – 19th June 2019 – venue tbc.
- 2) **JWAAC H&T Sub-Committee** – 28th May 2019 – venue tbc.

MC 250. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 12th MARCH 2019:

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

MC 251. MATTERS ARISING:

PL 144 – the Clerk advised that further to ADC, and the developer of planning application FP/249/18 requesting that the Parish Council reconsider its original decision, the Committee did not wish to amend its objection or the reasons for its decision.

There were no other matters arising.

MC 252. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE COMMITTEE MEETING DATED 12th MARCH 2019:

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

MC 254. MATTERS ARISING:

There were no matters arising.

MC 255. TO APPROVE THE RECOMMENDATION OF THE FINANCE COMMITTEE ON THE OUTCOME OF THE PERFORMANCE REVIEW (2018/19) & DEVELOPMENT PLAN (2019/20) FOR THE COMMUNITY HALL MANAGER:

The following had been recommended by this Committee, to Main Council, as follows:

- 1) To agree the performance development plan for the Community Hall Manager for 2019/20.**
- 2) The scores and comments made by the panel for the Community Hall Manager's Personal Development Plan for 2018/19 and the % of bonus that he would receive.**
- 3) The notes made from the review meeting.**

All Councillors had received, with their agendas for this meeting, all of the documentation relating to the above.

It was proposed by Councillor M Copeland, seconded by Councillor G Matthews and on a vote of 10 for and 1 abstention that the following be RESOLVED and agreed:

- 1) Agreement of the performance development plan for the Community Hall Manager for financial year 2019/20.**
- 2) The scores and comments made by the panel for the personal development plan of the Community Hall Manager for financial year 2018/19 be agreed and the figure of a 6% bonus of his wage be approved for his work and target achievements during 2018/19.**

- 3) Approval of the notes made from the review meeting that were the basis for the decision in 2) above.

MC 256. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 19th MARCH 2019:

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

MC 257. MATTERS ARISING:

A 175 – Grassed area opposite Butlin’s – the Clerk advised that he had contacted Anthony Baker at Arun District Council (ADC) on this. It was advised that the land whilst maintained by ADC was not in their or anyone’s they knew ownership. At the time of the conversation it was suggested that ADC may put low level railings (similar to those at the back of the Community Hall Car park) around the area in question and may look at claiming ownership in the future. **The Clerk advised that these were the opinions of the officer in question and not necessarily those of the District Council.**

A 176 (ii) – playing pitch and pavilion at Blake’s Mead – the Clerk advised that further to what had been reported to the meeting there was still no clear indication of when any decision on this was made formally by Arun District Council. What had been reported were the contents and information received in an e-mail from an officer of ADC (Joe Russell-Wells).

A 182 – Drygrounds Lane Maintenance – the Clerk confirmed that the annual maintenance of this site had now been carried out.

A 183 – Councillor G Grundy raised the issue of the boarded up house in Felpham Way. Councillor M Harvey stated that he knew the owner and outlined what he had proposed for the site in the past. Councillor G Matthews stated that two planning applications had been made for the site but felt that ADC were not acting to ensure that the house was developed and occupied, despite 10 years of the property being empty.

It was proposed that the Clerk contact Councillor P English on this with regard to a possible approach to the Environment Agency (E A) re: infestation. Councillor Mrs J Wild stated that the only people who could approach the E A on this would be the direct neighbours.

A 185 – Councillor M Copeland raised the issue of dying trees on Blake’s Mead. ***It was agreed that the Clerk contact Anthony Baker at ADC to chase this up with the developers.***

A 186 – Fisherman’s Gardens Maintenance Contract – the Clerk advised that the formal contract for this had been signed and returned by Bognor Regis Town Force.

Councillor Miss A Barker queried why the Allotments & Open Spaces Committee meetings invariably ran over the time allocated. It was suggested that she discuss this with the Chairman of that Committee.

There were no other matters arising.

**MC 258. LETTER OF SUPPORT WITH REGARD TO THE FOOTPATHS LINKING
BERSTED, FELPHAM AND BOGNOR REGIS:**

A request had been made by Councillor Mrs J Wild for this to be included as an agenda item. This request had been made further to previous discussions made by the Council on this issue, which had received support. A template letter produced by Bersted Parish Council had been circulated to all Councillors with their agendas for this meeting, to assist. The meeting was requested as to whether or not it wished to support this "campaign" using the template letter provided and for this then to be sent to WSCC.

It was proposed by Councillor M Copeland, seconded by Councillor Mrs J Wild and on a vote of 9 for with 3 abstentions it was RESOLVED that Felpham Parish Council support an application to WSCC for changes to the definitive map regarding the footpaths in question. Further to this resolution it was further proposed by Councillor Mrs J Wild, seconded by Councillor Mrs G Moss and on a unanimous vote that the template provided be the one used by Felpham Parish Council for their statement of support to West Sussex County Council.

**MC 259. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE
PROJECTS & RESILIENCE COMMITTEE DATED 19th MARCH 2019:**

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

MC 260. MATTERS ARISING:

There were no matters arising.

MC 261. MATTERS OF URGENT PUBLIC IMPORTANCE:

There were no other matters of urgent public importance.

MC 262. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

Date of Next Meeting: Tuesday 14th May 2019.

The Chairman closed the meeting at 7.30p.m.

Approved.....Chairman

Date