

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL
4th FEBRUARY 2020.**

PRESENT: Councillors: G Grundy, G Matthews, Miss A Barker, P English, M Copeland, Mrs R Kissell, Mrs G Moss, M Rumsey, K Watson, Mrs M Harvey, M Harvey & G Hewlett.

In the absence of the Chairman, the Vice-Chairman of the Council, Councillor Mrs G Moss chaired this meeting.

MC 184. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors Mrs J Wild & D Smart (unwell).

MC 185. ABSENCE WITHOUT APOLOGIES:

There were no absences without apology.

MC 186. DECLARATIONS OF INTEREST:

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

MC 187. PUBLIC QUESTION TIME:

There were no members of the public present, therefore no questions or issues were raised.

MC 188. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 7th JANUARY 2020:

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

MC 189. MATTERS ARISING:

There were no matters arising.

MC 190. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

1) Correspondence Received:

- Decisions made by Cabinet Members at ADC during January 2020. The decision was made by the Cabinet Member Councillor Stanley, that the following would be continued by ADC:
 - (i) Administer the reviews of the Public Space Protection Order (PSPO) containing dog controls,
 - (ii) Deliver enforcement of the PSPO dog controls (including dog fouling) via contracted enforcement officers,
 - (iii) contract stray dog collection, kennelling, return and where necessary rehoming services, and enforcement of micro-chipping requirements in respect of stray dogs.

ADC will delete the vacant Dog Warden post and formally cease to provide the following discretionary services – dog behaviour interventions, other fouling interventions, dog welfare complaints, updating dog signage, educational work including provision of public information and attendance at dog shows and similar.

No other decisions made had an impact on the Parish Council or residents of Felpham.

- 2) WSCC** – information on consultation on WSCC Permit Scheme (consultation closes on 21st February 2020). All Councillors had received a copy of this prior to the meeting.
- 3) Environment Agency** – notification of maintenance work to be carried out **on** the EA building at the far south west corner of the parish along with a stretch of defences/channels in the same area.
- 4) ADC** – notification of a meeting to be held on the 7th February 2020 with regard to an update on CiL (which comes into effect on the 1st April 2020).

MC 191. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

All County and District Councillors for Felpham had been invited to attend the meeting and provide a report/update from their respective authorities.

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

“Starting with good news, I attended the formal opening of Felpham Community College extension as did your Chairman. It is a fantastic addition, well designed and giving new facilities for the art, music, drama, IT and more. It is possible that FCC will also be offering places for children with special educational needs in 2021. Consultation is underway for Felpham and other schools in the county to ensure that where possible all children are included in mainstream education. www.westsussex.gov.uk/sscphase2 to give *your* comments.

I understand that some residents on Roundle Estate are concerned with proposals to close some roads to through traffic. I have contacted WSCC who gave me the following statement:

The proposers of this scheme (the resident groups) have consulted with the emergency services, who have not raised any concerns. The county council did not raise any concerns, due to the opening of the relief road and therefore a very suitable alternative route is available should the B2259 be closed. First Avenue is not being affected and therefore the vehicles are still able to bypass the traffic lights at Downview Road. It is the proposers responsibility (and is clearly in their interest) to ensure that what they are planning does not adversely impact the residents, not the county council's. WSCC is simply a consultee in the same way that we would be in a planning application.

I have spoken with the Highways Planning Officer regarding the complaints about the Community Hall signage. I am was not content with the letter sent to the parish who had, to my mind, managed the signage with due regard to guidelines. He is passing this on to Ben Whiffin as I have asked for a sensible conclusion to this matter.

Next week is the meeting which will debate and decide the WSCC council tax for the coming year. I expect it to result in an increase of less than 4%. Not good news but increased funding must be found to improve children's services and fire/rescue services".

- (ii) **District Councillor Paul English** (Felpham East) – the issue of two and three weekly bin collections, by ADC, and new bins for food wastage would be out for consultation, at some time in the future. It was also confirmed that the change from Cabinet to Committee system at ADC, would be going forward.
- (iii) **District Councillor Mrs Gill Madeley** (Felpham West) – had sent her apologies and had advised that she had nothing new to report.
- (iv) **District Councillor Mrs Elaine Stainton** (Felpham West) – was absent from the meeting and no report had been received.
- (v) **District & County Councillor David Edwards** (Felpham East) – was absent from the meeting and no report had been received.

MC 192. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

The Clerk reported the following:

Past Meetings:

- (i) The minutes from the ADALC Meeting held on 31st October 2019 had been received and distributed to all Councillors.

- (ii) Notes from a meeting held on 31st January 2020 (and taken by Councillor G Hewlett) on the consultation on the future development of the A259 corridor had been distributed to Councillors prior to the meeting.
Councillor G Hewlett talked to the meeting on this and his notes that had been circulated. Councillor Mrs R Kissell also spoke.

It was requested and agreed that the Clerk contact the ‘transport group’ with a view to joining/meeting with the group in the future.

No other meetings had been held or attended since the last Main Council Meeting.

Future Meetings:

- 1) **JWAAC** – 11th March 2020 – 7 p.m. at the Regis School, Bognor Regis.
- 2) **JWAAC H&T Sub-Committee** – 4th February 2020 Meeting had been **CANCELLED.**
- 3) **ADALC** – 13th February 2020 at the Clapham & Patching Village Hall.

MC 193. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 14th JANUARY 2020:

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

MC 194. MATTERS ARISING:

For general information, the Clerk advised the meeting that a decision on Planning Application FP/103/19/PL (Land North of Felpham – sports pitch facilities with public amenity area) had been deferred for a third time with a decision now expected on 28th February 2020 (some 9 months after the application was first submitted).

PL 123 – the Clerk was asked to chase up the issue of dredging of the rifes and this being an agenda item for the next JWAAC meeting.

PL 126 Neighbourhood Plan – the Clerk confirmed that the Regulation 14 consultation process had started on the 20th January 2020 and would finish on the 2nd March 2020.

There were no matters arising.

MC 195. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING DATED 14th JANUARY 2020.

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

MC 196. MATTERS ARISING:

F 151 – Policy for CCTV cameras at the Community Hall – the recommendation/resolution of the meeting was approved and that the Council’s

Data Protection Officer now start on the necessary/initial background work, as outlined.

- **As an aside, the Clerk was requested to invite the PCSO for Felpham to a Main Council meeting, to advise on her role, work within the Parish etc.**

F 152 – Councillor P English outlined his work with Councillor D Smart on the amended Grant Application Forms and that these would be presented to the next Finance Committee meeting.

There were no other matters arising.

MC 197. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 21st JANUARY 2020:

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

MC 198. MATTERS ARISING:

A 136 – the Clerk advised that responses were still awaited with regard to fly tipping around Old Rectory Gardens and the cutting of the hedge at the northern edge of Old Rectory Gardens.

A 146 – it was confirmed that both ADC and the developers had been contacted With regard to the street lights out on Blake's Mead – responses were awaited. Similarly a response was still awaited with regard to the numbering of the new dog bins. Councillor G Matthews confirmed that the BMCA were carrying out a survey of all lampposts on Phases 3,4 & 5.

A 149 – proposed litter signs for Council Noticeboards.

It was unanimously agreed that the principle of using the Councils' notice boards for 'Litter' posters be agreed.

There were no other matters arising.

MC 199. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS & RESILIENCE COMMITTEE DATED 21st JANUARY 2020:

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

MC 200. MATTERS ARISING:

PR 156 – a request to Bognor Regis Town Council for additional signage on the planters inside the Felpham Parish boundary had been made but no response had been received. It was understood that the lady that dealt with planters at BRTC was on leave currently.

There were no other matters arising.

MC 201. CONSIDERATION AND APPROVAL OF THE NEW MODEL STANDING ORDERS (2018) FOR THE COUNCIL:

Copies of the proposed new Standing Orders for the Council had been circulated to all Councillors, prior to the meeting. These were necessary as the current Standing Orders did not include detail/policies on Data Protection/GDPR.

The meeting was requested to adopt the proposed/amended Orders.

It was agreed that Councillor M Rumsey compare the 2018 document with the 2016 document for any discrepancies/differences etc. and that the document be further discussed at the next Finance & Administration Committee meeting.

MC 202. MATTERS OF URGENT PUBLIC IMPORTANCE:

There were no matters of urgent public importance.

MC 203. BUSINESS AT THE CHAIRMAN'S DISCRETION:

There was no business at the Chairman's discretion.

Date of Next Meeting: Tuesday 3rd March 2020.

The Chairman closed the meeting at 8.02 p.m.

Approved.....Chairman

Date