

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 2ND APRIL 2024.**

PRESENT:

Chair: Councillor Russ Marsden-Sear, Vice Chair: Councillor Rick Parker
Councillors: Antony Bassett, Steve Baker, Bob Budd, Jacki Burton, Emma Carrick, Kirsty Halls, Glen Hewlett, Graham Page, Jane Parker

County Councillor: Jaine Wild

MC 203. APOLOGIES FOR ABSENCE:

Emma Aylward, Tom Harty, Martin Harvey, Jules Verhulpen, Pat Young

MC 204. DECLARATIONS OF INTEREST:

None

MC 205. QUESTION TIME:

A resident who was a plot holder at St. Michael's Allotments asked questions regarding the potential conflict of interest and lack of declarations of interest by councillors previously associated with St. Michael's Island. The RFO advised that declarations of interest would depend on discussions and agenda items. The parishioner advised that when the most recent tenant took possession of the land, the plot holders had helped her complete a lot of remedial work to the existing stables and remove a large quantity of old carpet left on the ground that was potentially harmful to horses and had been left by the previous tenant. The fact that the flooding was now so severe on the island when the allotment plots did not seem to be similarly affected was also questioned. The RFO explained that the reason for the most recent tenant leaving the land was the flooding and lack of accessibility.

MC 206. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

None

MC 207. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE MAIN COUNCIL MEETING HELD ON 5TH MARCH 2024

The minutes were APPROVED as a true and accurate record.

MC 208. CLERK'S REPORT:

The Clerk outlined the response from Arun District Council who still disappointingly refused to extend an invitation to Felpham Parish Council to join the Flood Forum (attached to minutes).

MC 209. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

None

MC 210. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

- (i) **District Councillor Joan English** (Felpham East) – Not present at meeting and no reports received.
- (ii) **District Councillor Tom Harty** (Felpham East) Councillor – Not present at meeting and no reports received.
- (iii) **District Councillor Gill Madeley** (Felpham West) - Not present at meeting and no reports received.
- (iv) **District Councillor Elaine Stainton** (Felpham West) - Not present at meeting and no reports received.
- (v) **County Councillor Jaine Wild** submitted the following report:

- Investigations are ongoing for the installation of a layby at Worms Wood and a meeting with a representative from The Woodland Trust is scheduled to take place shortly.
- A meeting is scheduled to take place with West Sussex County Council to consider parking problems at Downview School.
- A meeting is scheduled with Southern Water regarding pollution in Rife.
- A recent drop in was held to encourage new County Councillors.
- A recent visit to Drayton Depot discussed potholes and adoption of the roads on Blake's Mead Estate.
- 420 new buses had recently been added to the fleet including 43 hydrogen. WSCC are continuing the 16-20 years old price cap.
- A shingles vaccination campaign is underway.
- Signs are being erected to combat fly tipping.
- An officer with responsibility or riparian ownership is now in place.

Councillor Russ Marsden-Sear raised the subject of the recent reduction in the Felpham bus service to hourly and the public disappointment. **County Councillor Jaine Wild to investigate.**

MC 211. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 5TH MARCH 2024

The minutes were APPROVED by the members present of the Finance and Administration Committee as a true and accurate record.

MC 212. CLERK'S REPORT

Councillor Glen Hewlett advised that following the recent Solar Panel Report, consideration had been given to replacing the gas boiler with an electric boiler/battery system but that this option was not currently financially viable and would now be reconsidered when the current boiler was at end of life.

MC 213. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS AND COMMUNITY INVOLVEMENT COMMITTEE DATED 12TH MARCH 2024

The minutes were APPROVED by the members present of the Projects and Community Involvement Committee as a true and accurate record.

MC 214. CLERK'S REPORT

Councillor Russ Marsden-Sear advised that Councillor Pat Young had now coordinated the moving of the defibrillator to the Bathroom Shop where there was improved public accessibility.

MC 215. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENCING AND NEIGHBOURHOOD PLAN COMMITTEE DATED 12TH MARCH 2024

The minutes were APPROVED by the members present of the Planning, Licensing and Neighbourhood Plan Committee as a true and accurate record.

MC 216. CLERK'S REPORT

No report.

MC 219. BLAKE'S COTTAGE UPDATE

Doug Nicholls, the Secretary of Blake's Cottage Trust updated councillors on the planned works to Blake's Cottage which is considered to be a building of international significance and where William Blake lived for 3 years. This was taken into ownership of the Blake's Cottage Trust 9 years ago, but progress had been slow. Previous trustees had now retired, and the hope is now to take the project forward. A Conservation report has now been submitted to Historic England with minor suggested alterations being received. Once signed off, tenders for specifications can go out and applications for funding will then follow.

Councillor Bob Budd enquired how much would need to be raised for the repairs to the roof and it was believed that this would be in the region of £100,000.00.

MC 220. TO RATIFY THE DECISION OF THE FINANCE AND ADMINISTRATION COMMITTEE MEETING TO APPROVE THE GRANT AWARDS.

Councillor Glen Hewlett proposed that councillors ratify the decision of the Finance and Administration Committee to approve the grant awards. This was seconded by Councillor Rick Parker and unanimously agreed.

MC 221. MATTERS OF URGENT PUBLIC IMPORTANCE:

None

MC 222. BUSINESS AT THE CHAIRMAN'S DISCRETION:

It was proposed by Councillor Russ Marsden-Sear and seconded by Councillor Kirsty Halls that this item be closed to the public (Public Bodies (Admission to Meetings) Act 1960 and Local Govt Act 1972 7.6 (b) ss 100 and 102) due to its confidential and contractual sensitivity. This was unanimously agreed.

Date of Next Meeting: Tuesday 7th May 18:15 hrs.

Approved.....Chairman

Date

MAIN COUNCIL CLERK'S REPORT
APRIL 2024

MC 198 – Arun Flood Forum

Dear Nicola

Thank you for your letter dated 6 March 2024.

The formation of the Arun Flood Forum and membership were approved by the Environment Committee in November, the link to this report follows

[\(Public Pack\)Agenda - Supplement - Urgent Item Agenda Supplement for Environment Committee, 21/11/2023 18:00 \(arun.gov.uk\)](#)

As specified in the Terms of Reference (TOR) the membership of the Forum is made up of the following:-

Membership

- *The Forum will be chaired by an independent professional.*
- *Up to 4 District Councillors from flood affected wards (with not more than one representative from each ward). All other **District and County Councillors** are able to attend to observe and ask questions.*
- *Up to 4 Parish Council representatives, who should be the Chair or Vice Chair of their Parish Council, (with not more than one representative from each parish)*
- *Appropriate officer representation from Southern Water*
- *Appropriate officer representation from the Environment Agency*
- *Appropriate officer representation from West Sussex County Council as the Lead Local Flood Authority*
- *Relevant officer representation from Arun District Council*
- *The group may co-opt representatives of other organisations to sit on the group as appropriate.*

The following parishes were selected on the basis of the number of reported incidents of flooding which occurred during the autumn and prior to the reports being taken to Arun's Full Council and Environment Committee.

1. Bersted
2. Middleton-on-sea
3. Barnham
4. East Preston

Please be assured that the Arun Flood Forum will ensure that a strategic approach to the issues across the whole of the district is taken, this will include the impacts in Felpham. I have attached a copy of the report going to the Environment Committee in March, the appendices, the notes from the meeting and the Q&A document compiled.

You will note from the actions taken at the meeting there is commitment from the agencies to scope an integrated strategic plan to address recent flooding. This should define the short-term plans which captures existing plans and new initiatives to understand what is happening and agree the way forward. All agencies are being asked to review their current plans to ensure they are adequate, with the required resources and there is confidence that the plans and the timescales are reflective of what can be achieved.

Regarding the concerns you have raised on the EA programme and projects, members on the Forum will ensure that Felpham Parish Council are fully involved when it comes to any discussions or decisions to inform the business case for any of the projects on their programmes that impact Felpham.

If Felpham Parish Council have any specific questions or matters you would like raised, which we appreciate you will have, then you can raise these with one of the Parish Councils or with the Arun District Council members on the Forum who are Cllr Sue Wallsgrove, Cllr Gill Yeates, Cllr Keir Greenway and Cllr Simon McDougall. Alternatively, please forward these direct to me or email the generic arun flood forum email address arun.flood.forum@arun.gov.uk.

You have my commitment that we will ensure that all matters raised by the Parish are represented at the Forum, and that the Parish are involved when any works or discussions are needed to feed into strategic plans.

Kind regards
Philippa

Philippa Dart
Director of Environment & Communities and Interim CEO