



Yapton and Ford Village Hall, Main Road, Yapton, BN18 OET

Tel: 07908571164

Email: fordparishcouncil@hotmail.com

clerk@fordwestsussex-pc.gov.uk

Minutes of the meeting of FORD PARISH COUNCIL on Tuesday 15th May 2018 held at Yapton & Ford Village Hall. The meeting commenced at 19:50pm.

Present:

Parish Councillors: Cllr T Ford (TF), Cllr D Smith (DS), Cllr A Baird (AB), Cllr J Merrit (JM)

ADC: Arun District Cllr S Haymes
County Cllr J Pendleton

Clerk: Miss Morgan Taylor (MT)

1 member(s) of public

Guest:

Apologies:

Item No.	Item	Action
	Chairman opened the meeting and welcome everyone. 19.30pm	
01	Apologies for Absence Cllr D Ambler gave his apologies he was attending a meeting for Y&FVH	

02	<p>Declaration of Interest</p> <p>Cllr T Ford is the Chairman of the Ford Community Land Trust (CLT) Cllr D Smith is the Treasurer of the Ford Community Land Trust (CLT) Cllr J Merrit is a board member of the Ford Community Land Trust (CLT)</p>	
03	<p>Minutes Finalised</p> <p>The minutes for March 2018 were confirmed and signed by the Chairman.</p>	
04	<p>Election of Office</p> <ul style="list-style-type: none"> a) Chairmanship – resolved <i>Trevor Ford re-elected</i> b) Vice Chairmanship – resolved <i>Dawn Smith year re-elected</i> c) JAWAC – resolved <i>Trevor Ford re-elected</i> d) West Sussex ADALC – resolved <i>Dawn Smith & Trevor Ford re-elected</i> e) Village Hall Management Committee – resolved <i>Trevor Ford & John Merritt re-elected</i> f) Footpath Ranger – resolved <i>Dawn Smith elected</i> g) Memorial Garden – resolved <i>Dawn Smith re-elected</i> h) Planning Committee – resolved <i>Trevor Ford & Dawn Smith & John Merritt & Alison Baird elected</i> i) Waste Management – resolved <i>Alison Baird elected</i> j) Police Meetings – resolved <i>John Merritt re-elected</i> k) Allotments – resolved <i>Dawn Smith re-elected</i> l) Resilience plan – resolved <i>Trevor Ford elected</i> 	
05	<p>Chairman's Allowance</p> <p>The council agreed to keep the Chairman's annual allowance at £300</p>	
06	<p>Freedom of Information Act 2000 & Data Protection Act 1998 (Including GDPR)</p> <p>The council was informed that the clerk is waiting for the consultants upgrade (hopefully to be confirmed by the of July 2018)</p>	

07	<p>Inventory of Land & Assets</p> <p>The council confirmed that they own the memorial site (memorial/ remembrance gardens)</p> <p>The council confirmed that they are the lead parish with Middleton and Climping for the allotments lease. They are managed by H.A.G.S</p>	
08	<p>Insurance</p> <p>The clerk explained to the council that as with last year (renewed in July each year) due to the gardening machines that were given to H.A.G.S the insurance premium for the Parish was reduced. It will stay the same this year 2018-2019 and the council agreed to stay with the same insurance provider.</p>	
09	<p>Subscriptions</p> <p>The council were informed of all the annual subscriptions and their prices and the council approved them to be kept for 2018-2019 and reviewed at 2019's AMG.</p> <p>a) SSALC - (included in WSALC payment)</p> <p>b) SLCC - £41</p> <p>c) NALC - £68.67</p> <p>d) WSALC - £304.10</p> <p>e) ADALC - £15</p>	
10	<p>Finance</p> <p>The council agreed to use the same internal auditor as last year 2017 (Rachel from R S Hall).</p> <p>The Clerk will be dropping the required documents to R Hall on Thursday 17th May and will give the annual finance update and audit report at the next parish meeting of July 17th, 2018.</p> <p>The council agreed to pay the fee to ICO (data protection company) to continue to comply with the GDPR regulations.</p> <p>Cash books are all signed and up to date.</p>	MT
11	<p>Police Report - Cllr J Merrit</p> <p>Cllr J Merritt believes that the speeding in the parish has gotten worse in recent weeks he is continuing to work with the police and highways on dealing with these issues.</p>	
12	<p>County Councillors Report – Cllr J Pendleton</p> <p>Cllr J Pendleton's Report Attached</p>	

13	District Councillor Report – Cllr S Haymes Cllr S Haymes updated FPC that ADC's AGM will take place on 16 th May 2018. No other updates	
14	Chairman's Update – Cllr T Ford Chairman's Report Attached	
15	Memorial Garden – Cllr D Smith Cllr D Smith has recently painted the benches and plaques in the memorial garden, there have also been new flowers planted. Also the memorial gardener is still doing very well, Cllr D Smith is very happy with his work.	
16	Community Resilience Plan Y&FVH want the parishes involved to pay £7.50 per month to rent a space to keep the emergency plan equipment, the council has agreed to pay this so that all the parishes are working together not as individuals. The Clerk of Ford will inform the Clerk of Yapton of their plans to join in the room fee payments.	MT
17	Planning Applications F/8/18/PL <i>Cllrs to look more in detail at this application and respond through the Clerk by the 31st May 2018.</i> CM/12/18/PL <i>The Council will agree a response, and inform ADC</i>	MT TF
18	Report on Village Hall Management Committee Meeting Cllr D Ambler not present therefore no report given.	
19	Footpath Report No issues were raised by any Councillor.	
20	Correspondence a) The council were shown a volunteer role advert for the British Royal Legion the council then agreed that this could be posted to the website. b) The letter regarding the room rent prices for the resilience plan (see decision above *item no 16)	



21	Requests for donations None	
----	---------------------------------------	--

Meeting Closed 20.55pm

Open Forum:

Matters Arising: None

NEXT MEETING:

**Ford Parish Council - 17th July 2018 at 7.30pm, Yapton and Ford Village Hall,
Small Hall**

Signed..... Dated.....