



Clerk to the Council:  
Ford Village Hall  
Morgan Taylor  
Yapton  
Telephone 07592835344  
BN18 0ET  
Email: clerk@fordwestsussex-pc.gov.uk

Yapton and  
Main Road,  
West Sussex

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Dear Councillor

I hereby summon you to attend a parish meeting of Ford Parish Council. Meeting to be held on **Tuesday 23<sup>rd</sup> July 2019 at 7.30pm** in Yapton and Ford Village Hall, Small Hall.

Morgan Taylor  
Clerk to the Council & Responsible Finance Officer

### **Ford Parish Council Meeting**

1. **Apologies for absence**
2. **Declarations of Interest**  
*Members are reminded that they are required to make a declaration in relation to any item on this agenda in which they may have any personal or prejudicial interests*
3. **Co-Option of New Councillors**  
*New councillor(s) to be co-opted*
4. **Minutes from May meeting**  
*To agree the minutes of the last meeting as a true and correct record*
5. **Police Report**  
*Update from Cllr S Langmead*
6. **Finance**  
*To receive a report on the Councils financial position and authorise payments. In connection with the audit arrangements for local councils and the Annual Return must be completed by the Parish Council.*  
a) Cashbooks to be signed by Chairman
7. **Chairman's Allowance**  
*To review and approve the Chairman's Annual Allowance*
8. **County Councillor report**  
*County Councillor J Pendleton may be present to give a report*

### **NEXT MEETING:**

**Ford Parish Council – Tuesday 17<sup>th</sup> September 2019 at 7.30pm, Yapton and Ford Village Hall, Small Hall**



Parish Meeting March Agenda continued....

**9. District Councillor Report**

*Cllr A Worne & Cllr H Jones may be present to give a report*

**10. Chairman's update**

*Cllr Trevor Ford*

**11. Memorial Garden**

*Update from Cllr D Smith.*

**12. Allotments**

*Update from Cllr S Langmead*

**13. Community Resilience Plan**

*Update from Cllr Ford*

**14. Planning Applications**

*None*

**15. Report on Village Hall Management Committee meetings**

*Cllr D Ambler may be present to give a report*

**16. Footpath Report**

*Cllr D Armstrong*

**17. Correspondence**

- a) Home Start – Thank you letter
- b) JNR – Invoice to be approved
- c) Consultation on 'Public Open Space' and 'Arun Parking Standards' Supplementary Planning Documents
- d) Arun Gypsy and Traveller and Travelling Show-people Site Allocations Development Plan Document (G&T DPD) Consultation 2019 – ISSUES AND OPTIONS
- e) Arun District Design Guide Supplementary Planning Document (SPD) – Parish and Town Council Consultation
- f) Street Naming Flyer

**18. Requests for Donations**

- a) St Marys Church

Meeting Closed.

**OPEN FORUM**

***N.B. any matters arising will be noted and added to agenda for next meeting to discuss***

**1. Matters Arising – None**

**NEXT MEETING:**

**Ford Parish Council – Tuesday 17<sup>th</sup> September 2019 at 7.30pm, Yapton and Ford Village Hall, Small Hall**

Our Ref: G&T DPD 2019

Dear Ford Parish Council Morgan Taylor

**Arun Gypsy and Traveller and Travelling Showpeople Site  
Allocations Development Plan Document (G&T DPD)  
Consultation 2019 - ISSUES AND OPTIONS**

In accordance with Regulation 18(1), I am writing to inform you that Arun District Council is undertaking a consultation on the first stage of its Gypsy and Traveller and Travelling Showpeople Site Allocations Development Plan Document (G&T DPD) from 8th July until 5pm on 2nd September 2019.

You are strongly advised to respond directly in your own words to the consultation via the council's consultation portal which may be more efficient and accurate <https://arun.objective.co.uk/portal> and not rely on inputting of responses. Please see <https://www.arun.gov.uk/gypsies-and-travellers> for more information.

Alternatively, please submit a written response via a response form to [localplan@arun.gov.uk](mailto:localplan@arun.gov.uk)

If you have any queries about this letter, please contact [localplan@arun.gov.uk](mailto:localplan@arun.gov.uk) or telephone 01903 737500 and ask for Planning Policy. Thank you for your assistance with this matter.

Yours sincerely

Kevin Owen Planning Policy & Conservation Team Leader

ARUN DISTRICT COUNCIL

**REGULATION 18 NOTICE: GYPSY AND TRAVELLER AND TRAVELLING  
SHOWMEN SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT - ISSUES  
AND OPTIONS CONSULTATION**

The Town and Country Planning (Local Planning) (England) Regulations 2012: Preparation of a Local Plan (Regulation 18 (1): Issues & Options public consultation on Arun Gypsy and Traveller and Travelling Showpeople Site Allocations Development Plan Document (G DPD) - 8th July until 5pm on 2nd September 2019.

Arun District Council is consulting on the G&T Arun Gypsy and Traveller and Travelling Showpeople Site Allocations Development Plan Document (G&T DPD) - ISSUES AND OPTIONS. The G&T DPD safeguards and allocates sites to meet identified Gypsy and Traveller and Travelling Showpeople accommodation needs for the District, outside of the South Downs National Park. The DPD will cover the plan period 2018-2036. You are invited to comment on what the plan should cover and contain.

The G&T DPD Issues and Options, Sustainability Appraisal and other supporting documents will be publicised at: Online on the Council's website: <https://www.arun.gov.uk/gypsies-and-travellers>

- Bognor Regis Town Hall
- Arun Civic Centre and Arun Libraries

Library Opening Times Angmering Monday to Wednesday 1pm-5pm and Thursday to Saturday 9am-1pm Arundel Monday to Wednesday 1pm-5pm and Thursday to Saturday 9am-1pm Bognor Regis Monday 9.30am-7pm, Tuesday to Thursday 9.30am-6pm and Friday to Saturday 9.30am-5pm East Preston Monday to Wednesday 1pm-5pm and Thursday to Saturday 10am-2pm Ferring Monday, Tuesday, Thursday and Saturday-9am-1pm and Wednesday and Friday 1pm-5pm Littlehampton Monday 10am-7pm, Tuesday to Thursday 10am-6pm, Friday 10am-5pm and Saturday 10am-4pm Rustington Monday to Friday 10am-5pm and Saturday 10am-2pm Willowhale, Aldwick Monday to Friday 10am-5pm and Saturday 10am-2pm

All comments must be received by 2nd September 2019 (by 5pm) and can be made by:

email to: [localplan@arun.gov.uk](mailto:localplan@arun.gov.uk) online at: <https://arun.objective.co.uk/portal> by post (using the comments form) to: Planning Policy and Conservation, Arun District Council, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Please note that anonymous comments will not be accepted - all comments received will be included on our website (including your name but not your address or email details).

Our Ref: Our Ref: Consultations - Public Open Space Supplementary Planning Document and Arun Parking Standards Supplementary Planning Document

Dear Ford Parish Council Morgan Taylor

## **Consultation on 'Public Open Space' and 'Arun Parking Standards' Supplementary Planning Documents**

We are writing to inform you that Arun District Council has published the above documents for consultation from 2nd July 2019 until 5pm on 25th July 2019. It is intended that these documents will establish the standards expected in terms of the provision open space, playing pitches, indoor and built facilities, as well as parking and cycle storage and spaces to be provided in new developments. Hard copies of the document and response forms can be found at the libraries within Arun District and the reception desks at Bognor Regis Town Hall and the Arun Civic Centre, Littlehampton. They are also available on the council's website:-

<https://www.arun.gov.uk/supplementary-planning-guidance>

The Representations Procedure is enclosed with this letter. You are strongly encouraged to respond using the council's consultation portal as the most efficient and accurate way to capture your representation:

<https://arun.objective.co.uk/portal> <http://arun.objective.co.uk/portal>

If this is not possible, we will also accept written responses by post, or email responses submitted to: [localplan@arun.gov.uk](mailto:localplan@arun.gov.uk)

You are included on the Councils database for consultations on plan making in Arun having returned written consent under the GDPR notice to you in May 2018. If your details have changed or you no longer wish to be consulted on plan making, please let us know and we will make any necessary changes. If you have any queries about this letter, please call 01903 737500 and ask for Planning Policy & Conservation.

Yours sincerely

Kevin Owen Planning Policy & Conservation Team Leader



# Ford

## Parish Council

### GRANT APPLICATION FORM

Please fill in this form and return it to the Clerk of Ford Parish, the application will be brought to the next upcoming Parish Council meeting (the deadline is 7 days prior to the upcoming meeting) and the Clerk will inform you of the council's decision within 2 weeks. Please send this to the Clerk via email at [clerk@fordwestsussex-pc.gov.uk](mailto:clerk@fordwestsussex-pc.gov.uk) or send it via post to Ford Parish Council, Yapton & Ford Village Hall, Main Road, Yapton, West Sussex, BN18 0ET

Name of Group/Organisation	Yapton and Ford PCC		
Contact Name	Mrs A Doick	Position	Treasurer
Address	32 Goodhew Close, Yapton BN18 0JA		
Telephone	01243 554810	Email	amdoick@hotmail.co.uk
Website			
Is your organisation a registered charity?	<input checked="" type="radio"/> YES / NO	If yes, Charity Number	through cle.
<b>Brief Description of your group/charity/organisation's</b> We represent St Mary's Church Yapton and St Andrew's Church in Ford. By keeping both churches as looking as attractive as possible we hope to be a local point of interest. This ofcourse doesn't come cheap and we would appreciate any help from you.			
<b>Brief Description of what you plan to do with the donation</b> We would use any monies for general maintenance of the churchyard. and hope not to have to repay said grant.			
Total Cost of project	last years av. cost £1300	Amount of donation requested	£ 500 =


# Ford

## Parish Council

**Please ensure the person signing the declaration on behalf of your organisation has the appropriate authority to do so.**

"I confirm that the information contained in this application is correct to the best of my knowledge. I agree that any money awarded by Ford Parish Council as a result of this application will only be used for the purposes stated in the said application. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I understand that all money awarded must be repaid to Ford Parish Council and my organisation will not be able to apply for future grant applications in the following circumstances:

- If a false declaration is made, or if any information contained in the application is found to be false, inflated or exaggerated;
- If the proposed project does not proceed/or is abandoned for any reason or if the organisation disbands during the period of the grant;
- If the organisation does not provide the necessary invoices & receipts confirming how the money has been spent or does not comply with any other conditions stipulated in the award"

Signed .....  .....

Print Name ..... Mrs. A.M. Daick .....

Position in the organisation ..... Treasurer .....

Date ..... 27 June 2019 .....



Unit 5c, Park Farm, Chichester Road, Arundel, BN18 0AG  
T 01903 889707  
E admin@homestartawa.org.uk  
W www.home-startarun.org.uk



Ford Parish Clerk  
Yapton and Ford Village Hall  
Main Road  
Yapton  
BN18 0ET

Home-Start Arun,  
Worthing & Adur

8<sup>th</sup> July 2019

Dear Ford Parish Council,

I am writing to thank you for your generous donation of £100.00. Such kindness makes a huge difference to vulnerable families and overleaf you can read a case study from a recent family being supported.

It is sometimes difficult to appreciate that we have thousands of children living in deprived circumstances. Their parents are struggling with mental health issues, isolation, fleeing from domestic abuse and more, all can have a devastating effect a young child's development and are common referrals for our service. We would like to also make you aware that we are now working with Dad's and their families in HMP Ford during the prison's Family Days.

I do hope you will consider Home-Start again when you are thinking about supporting a charity locally in the future. If you would like to come visit the office or one of our groups, please get in touch.

With best wishes

Pete Crowe  
Trustee

Bridget Richardson  
Scheme Manager





# Ever wondered where street names and numbers come from?

**Street names and numbers are the responsibility of a dedicated team at Arun District Council.**

Before new roads are named, we consult with:

- Royal Mail
- West Sussex Fire & Rescue Service and the Ambulance service
- Local Ward Councillors
- Town and Parish Councils

To help us to create new names we are putting together a list of ideas, which can have district-wide themes or have a more specific connection to a town or parish.

## **Why are we engaging with town and parish councils?**

**Because we would like the public to be involved with the process!**

We would like suggestions for potential names that are original and ideally meet at least one of the following:

- Commemorate local history, places, events or culture, particularly relating to the site of the new development
- Honour notable local, national or international people, especially if they have links to that specific area of the district, who have been deceased for twenty five years or more
- Commemorate national and international events
- Recognise local wildlife, flora, fauna or natural features native to the district.

## **What happens next?**

At the end of the consultation, we will look at all the suitable ideas and place all suggestions into a database for future street naming purposes.

Previous example:

- North Toddington & Kingley Gate Developments, Littlehampton – named after local men who lost their lives during conflict in WW1, local members of the Suffragette movement, historic local landowners and businessmen.

*Developers will have the final say in the naming of a site following any consultation procedure.*



[nlpg@arun.gov.uk](mailto:nlpg@arun.gov.uk) [www.arun.gov.uk/street-naming-numbering](http://www.arun.gov.uk/street-naming-numbering)





# TAX INVOICE

Ford Parish Council  
Attention: Yapton and Ford Village Hall  
Main Road  
Yapton  
BN18 0ET

**Invoice Date**  
11 Jun 2019

**Invoice Number**  
INV-01863

**Reference**  
INV-01725

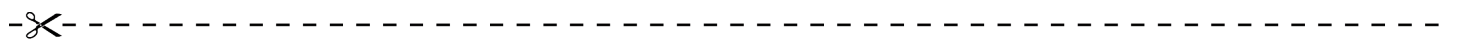
**VAT Number**  
777607583

JNR Computer Services  
Harbour Office  
Pier Road  
Littlehampton  
West Sussex  
BN17 5LR

Description	Quantity	Unit Price	VAT	Amount GBP
Microsoft Office 365 Premium Edition	1.00	112.80	20%	112.80
Microsoft Office 365 Enterprise E1 License	4.00	72.00	20%	288.00
IT Support	1.00	320.00	20%	320.00
Domain name renewal fordwestsussex-pc.gov.uk	1.00	40.00	20%	40.00
Subtotal				760.80
TOTAL VAT 20%				152.16
TOTAL GBP				912.96

## Due Date: 28 Jun 2019

We accept BACS and direct bank transfers. Our banking details are:  
Bank: National Westminster Bank PLC (NATWEST)  
Account Name: JNR Computer Services  
Account No.: 70793395  
Sort Code: 60-13-18



# PAYMENT ADVICE

To: JNR Computer Services  
Harbour Office  
Pier Road  
Littlehampton  
West Sussex  
BN17 5LR

**Customer** Ford Parish Council  
**Invoice Number** INV-01863

**Amount Due** 912.96  
**Due Date** 28 Jun 2019

**Amount Enclosed**

Enter the amount you are paying above

