

FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee

Wednesday 8th July 2026



1. MEMBERS PRESENT:

Jackie Ring (Chairman)	Clive Butcher (Roads Manager)
David Champ (IT & Website)	Nikki Hall (Roads Warden)
Simon Thompson (Gardens)	Shirley Ellerbeck (Publicity)

2. APOLOGIES OF ABSENCE

Sue Samuels (Treasurer), Pauline Edwards (Secretary)

3. CHAIRMAN'S WELCOME

All were welcomed to the meeting with no changes required to the agenda.

4. MINUTES OF PREVIOUS MEETING

The minutes of the May 2026 meeting were approved as a true and accurate record. These will be signed off with the Secretary on her return.

5. CHAIRMAN UPDATE FOLLOWING COMMUNICATIONS WITH WSCC

Following discussions between the Chairman, the FPC and the WSCC, the website has been updated to reflect the responsibility on matters not relating to the FRSA's aims and objectives.

The FRSA Executive Committee (EC) understands that West Sussex County Council (WSCC) is responsible for traffic signage on the unadopted roads maintained by the FRSA. However, Clive has been unable to report the leaning STOP sign at the Jersey Road/Somerset Road junction, as WSCC considers these unadopted roads to be private roads and therefore does not accept responsibility for issues relating to the signage or its supporting poles. In the interests of public safety, it was agreed that the FRSA would arrange for the sign to be repaired. One of our contractors has confirmed that this work can be carried out within the scope of their existing works.

6. REPORTS

Treasurer

The April to June statement has been released and subscription payments for the year are more-or-less on track. The July reminder PDFs have been produced and are with the printers. Email reminders will be sent over the next week or so.

Action Point: Second reminder letters to be delivered.

Roads Sub-Committee

Completed Action Points: Quotes for road repairs – received, see below.
Quotes for drain repairs – see below.

Drainage: During the cleansing run in March, 28 gullies were found to need attention. There are now 18 outstanding, 5 of which require minor work which has been approved for action. We are waiting for quotes on the remaining 13 which need more significant work, some may require a new soakaway. Clive is checking that Coastal Drains can carry out this work otherwise the preference is for Landbuild to install soakaways.

Road Repairs: Drivepoint has submitted a quote for 10 work sites, this has been accepted. The works were due to start by now but have been delayed owing to the hot weather. (Asphalt is slow to set in hot weather jeopardising the quality the finished surface). If there are further delays Clive will update resident members affected.

Landbuild has submitted a quote for a second set of 10 sites, this has been accepted and work is provisionally due to start around the end of August.

Road sweep: We have had no response from Penfold Verrall for a minor (1/2 day) road sweep. We have therefore decided to postpone the notion of an interim sweep in 2026.

"White" lining: The general white-lining was not discussed, a specific issue in the Pantiles area is covered in Chairman's AOB below.
Road Lining work to be considered/costed.

Gardens

The Parish Council Environment Committee Meeting, set for July 27th, has been postponed.

The July 'All About Ferring' article was about the garden works. Simon thanked Shirley for excellent rework of the text.

Ocean Drive: Pergolas have been installed at each end of the path inside the Ocean Drive garden site. It was generally agreed these are a great enhancement. Consideration will be given to planting climbers on these pergolas. As intended, no further planting will take place until the Autumn, which is a better time for perennials.

Barbary/Clover Lane: Additional top-soil has been added. Unfortunately, the recently installed metal edging was damaged by a truck taking a short cut. This has been re-instated without much damage.

Langbury Lane: We have been advised one of the trees has a potentially dangerous split branch. Consideration will be given to removing it.

Outstanding Action Points:

**Planting plan/costings for Ocean Parade
Plant costings for Barbary/Clover Lane
Purchase of compost/plants for Downsview Road**

Publicity

Completed Action Point:

Third article published for July 2026 All About Ferring.

It was agreed to place another advertisement for committee vacancy of Roads Assistant in the All About Ferring September 2026 issue. If there are no applicants, it was suggested we email the advert to members.

Shirley will ensure that the editor includes our FRSA logo within our articles. Last-minute editorial juggling of the magazine meant it was omitted from the July article.

The deadline for content in the October All About Ferring edition is August 25th.

Action Point:

**September All About Ferring – Roads Assistant advert.
Fourth Article – All About Ferring October 2026**

IT/Website

Completed Action Point:

David and Jackie met to discuss FRSA email comms.

Previously every position on the Committee (EC) had a separate email address forwarded to a personal email of the committee member. However, 'Forwards' are generally no longer reliable, as they are no longer trusted by many email providers, this resulted in many undelivered messages. The solution is instead to have actual mailboxes. It was decided to have just 2 addresses, namely treasurer@frsa.uk (already existing) for any financial communications and roads@frsa.uk (now as a mailbox instead of a forward) for everything else. This has already been implemented.

Rules on how to share the 'roads' account have been drawn up. We have had issues attaching various devices (PCs, Laptops, iPhones, iPads) to the mailboxes. We are working hard though to establish a reliable system.

Road Warden

No further action to report on recruitment as of this meeting.

Action Point:

Publicity for additional road wardens

7. CHAIRMAN AOB

The white lining on the roads outside the curved Ocean Parade block was discussed in detail. Jackie distributed Streetview photographs of both areas before and after 2016 when the lining was implemented. There have been several complaints directly to the FRSA and the FPC regarding the danger of vehicles parked, in angled formation outside Mark Oliver's estate agents and its immediate neighbours, as they protrude significantly into the carriageway. The EC is unsure under what authorisation this white lining was carried out as, although privately maintained, these are public highways. Following this meeting the 2016 minutes will be researched to try and establish the provenance of the white lining; however the general view was that the situation before 2016 should probably be restored.

8. COMMITTEE MEMBERS AOB

Action Point:

Venue/Date for 2027 AGM to be agreed.

It was provisionally agreed to set the date as Saturday March the 20th 2027.

9. DATE OF NEXT MEETING

Tuesday 29th September at 6:00pm. Normal venue.