

FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee Meeting

held on Wednesday 10th September 2025



1. MEMBERS PRESENT:

Jackie Ring (Chairman)	Clive Butcher (Roads Liaison)
David Champ (IT & Website)	Nikki Hall (Road Wardens)
Sue Samuels (Treasurer)	Simon Thompson (Gardens)
Pauline Edwards (Secretary)	

2. APOLOGIES:

Graham Groom and Shirley Ellerbeck offered their apologies for not being able to attend meeting.

3. CHAIRMAN'S WELCOME:

All were welcomed to the meeting, with no changes required to agenda. Chairman Jackie Ring thanked the committee for their responses that were required prior to this meeting. It enabled planned work to proceed in a timely manner.

4. MINUTES OF PREVIOUS MEETING:

The minutes of the July 2025 meeting were approved as a true and accurate record. The Chairman signed and dated them accordingly.

5. REPORTS

Treasurer

Total funds in hand stood at £193,000. Year to date receipts for solicitor fees is £3110. Ongoing large payments for drain/gully and road repairs work to be expected within next two/three months.

Action Point: All third reminder letters to be hand-delivered in October 2025.

Roads Sub-Committee

Completed Action Points: Drain inspection on private property – maintenance/repair concluded as not within FRSA remit.

Drainage

Committee agreed that any further drain maintenance/repairs, unless of an urgent nature, will be reviewed following the annual gully clear. Four companies have expressed an interest in the work. Further discussions will be required prior to quoting; work expected to take place in January 2026.

Action Point: Confirmation of date for annual gully clear.
2025 third phase drain repairs to be costed – deferred until after gully clear.

Road Repairs

Completed Action Points: First phase road repairs underway.

First phase list for minor road repairs, sixteen sites in total, is currently in progress. All relevant scheme members have been advised. Clive Butcher, Roads Liaison, will monitor the work.

Action Point: Second phase repairs list – quote agreed in principle but awaiting scheduling.
Annual road sweep date to arranged, likely December 2025.

Gardens

Completed Action Points: FRSA signage on Clover/Barbary Lane site.
FRSA to continue maintenance on Ocean Parade garden site.

Planting of centre section for Clover/Barbary lane site along with bed edging work, likely to take place during October and November 2025. Committee were shown samples of edging material, and the purchase was agreed.

Ocean Parade site was discussed, and it was agreed that a significant amount of work will be required to repair broken edging, manage apple tree, landscaping, and general planting. Simon Thompson had

Action Point: Planting costings for centre section of Clover/Barbary Lane site.
Apple tree on Ocean Parade site – seek further advice/costings.
Planting plan/costings for beds of Ocean Parade

Draft for article to be published in October 2025 edition was approved for publication by Chairman.

Completed Action Point: Web site updated to outline spend from fund generated from scheme membership fees.

It was agreed in principle that a simplification and modernisation of the current logo would be adopted. The design will be further iterated and redistributed for approval.

The tentative proposal to use a background image behind “Ferring Roads Scheme Association” header on the web site, was considered unnecessary and detracted from the text.

Action Point: New logo design to be sent to committee

Nikki Hall reported that two wardens may be required in North Ferring area.

Pauline Edwards asked for a volunteer from committee to second read her draft document identifying changes made to Constitution document. Simon Thompson kindly agreed to assist. Document detailing preparation work required for 2026 AGM in hand and will be circulated prior to next meeting.

Action Point: Secretary to provide summary of changes made to 2021 constitution document to Simon Thompson for checking.
AGM 2026 preparation paperwork to be circulated to committee prior to next meeting.

Committee agreed that current fee of £95 to remain for 2026 annual membership to FRSA.

FRSA will purchase a wreath for Ferring Remembrance Day ceremony, as in previous years – 9th November 2025. Sue Samuels and Pauline Edwards agreed to attend the wreath laying ceremony on behalf of FRSA.

Matter of management on confidentiality within the meeting process was discussed and committee agreed on procedure for future meetings.

Pauline Edwards proposed that the committee could consider placing a memorial plaque and planting, on the Clover/Barbary Lane/Barbary garden site, following the sad passing of a past committee member Mr Stuart Salter. He had been an enthusiastic and knowledgeable committee member and had greatly assisted on producing key documents now in place within the FRSA constitution. Chairman and Gardens Manager will investigate this further.

Action Point: Jackie Ring/Simon Thompson – planting/plaque in memory of Mr Stuart Salter.

Date set for 12th November 2025, usual start time of 6pm.