

FERRING ROADS SCHEME ASSOCIATION

Minutes of the Executive Committee

Wednesday 29th September 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)
Pauline Edwards (Secretary)
2. **APPOINTMENT TO COMMITTEE**
Following the resignation of Graham Groom and the later appointment of Clive Butcher as Roads Manager, the former post of Roads Assistant post had become vacant. The post was advertised across the main sources of FRSA media, which resulted in two applications. FRSA successfully filled the role and were pleased to welcome Mike Cripps onto the committee.
3. **APOLOGIES OF ABSENCE**
Apologies were received from Sue Samuels, Treasurer and Mike Cripps, Road Assistant
4. **CHAIRMAN'S WELCOME**
All were welcomed to the meeting with no changes required to the agenda.
5. **MINUTES OF PREVIOUS MEETING**
The minutes of the 8th July 2026 meeting were approved as a true and accurate record. The Chairman signed and dated them accordingly.
6. **REPORTS**

Treasurer

Completed Action Point:

2nd reminder letters produced and circulated.

Total funds stand at c £179k, of which £100k is held in fixed interest deposit accounts. Current account has a committed future spend of £32k for roads/drains works recently completed. The Committee agreed that one of the £50k fixed-term deposit account should be re-invested for a further six months.

Action Point:

Third reminder letters to be distributed October 2026.

Roads Sub-Committee

Completed Action Point:

Road lining work by Central Line Markings

Drainage: Coastal Drains have completed work on 15 sites. Committee still awaiting quotes for a further 13 sites; this is to be chased.

Road Repairs: Landbuild completed their schedule of work and Roads Sub-committee were very satisfied with the work. Following approval of quote from Drivepoint 8 out of the 10 sites costed have been completed.

Road Lining: Central Line Markings completed all scheduled work over the last 8 weeks.

David Champ advised that he will now step-down attending routine meetings for Roads Sub-Committee, although he will still provide any IT support that may be required. Jackie thanked David and Clive for all the support given to this committee and it was agreed that much had been achieved during 2025/26.

Action Points:

Quotes for drain repairs for 13 sites

Road repairs – 2 sites Drivepoint

Date for second road sweep – likely November 2026

Publicity

Completed Action Point:

Article published for October 2026 All About Ferring.

Next article for All About Ferring will be January 2027. Shirley will be advising committee for all copy deadlines for the 4 articles planned in 2027, to aid with suggestions for content.

Action Point

2027 schedule with deadlines for All About Ferring articles

IT/Website

Long-term service provider Ravenbridge advised in August that their business was closing imminently, hence alternatives were required in the short term. David researched options and updated the website design to ensure a smooth transition to new providers. CIX now hold the domain name, DNS and host the website. The @frsa.uk domain emails are now hosted in a Google Workspace account; this works well with our other Google-based

services. One advantage is that if we switch to treasurer@frsa.uk for the bulk sending of invoices, this can be completed in one day instead of typically seven days now. David will also be providing Word templates to committee members for Reports, Newsletters and other documents so we have consistent presentation on the website.

On behalf of the committee, Jackie expressed her thanks to David for all the work he had put into this transition task particularly as all the work required was behind the scenes and an immense puzzle to plan and see through to such a successful outcome.

Action Point:

Word Templates to be provided to relevant committee members

Road Warden

No success to date with recruitment of 3 new road wardens: one for North Ferring and two for South Ferring although awaiting possible interest being received from October 2026 FRSA article in All About Ferring.

Action Point:

Review recruitment process for road wardens.

Gardens

Gardener previously appointed to maintain the 3 larger garden sites, relocated in August. Anticipating this he sourced a replacement who had worked alongside him for the last couple of months. Simon is happy with the handover and work completed to date.

Overgrown shrubs at west corner of Ocean Drive site have been significantly cut back, aiding vision for drivers at road junction. Simon has spent time visiting garden centres with a view to creating a list of various perennials, including evergreen and flowering variety. Committee agreed a spend limit of £1000 so that shrubs can be purchased and planted during November.

Other sites seem to be running on the whole, problem-free, although a few replacements shrubs will be required to cover losses seen due to this year's summer intense heat period.

Simon attended Parish Environmental Committee meeting on 28th September. He advised that he will be attending the special event on 26th October for screening of film The People's Emergency Briefing, presented by Chris Packham.

Action Point:

Purchase and planting shrubs/compost during November; primarily for Ocean Parade.

7. Communication to lapsed/dormant members of FRSA.

Communication to all members sent with invoices, clarifies that all un-paid scheme fees to FRSA need to be paid prior to completing the FME1 form when houses are sold in Ferring, to help avoid delays during the conveyancing process. Jackie will produce list of members who have yet to pay 2026 fees but had paid in previous years, to enable committee to consider possible additional methods to secure payment.

Action Point:

Jackie to produce and circulate list of 2026 unpaid fees.

8. CHAIRMAN AOB

Following many routes of investigation into the current provision of road markings for parking bays on Ocean Parade/Drive, it was clear no evidence could be found that a TRO had been sourced to legally provide such bays. Therefore, it was agreed at this meeting that the FRSA's intentions and reasoning to burn off these white road markings, in order to reinstate the road to its original condition as in 2012, will be made clear to the following parties prior to the work being scheduled and implemented: -

West Sussex Highways department, Ferring Parish Council and then to those residents who may be affected by this. Further road markings may also be needed from exit of Ferringham Lane, turning left opposite Little Paddocks, to re-instate them to their original condition.

Action point:

Communication regarding removal of parking bay lineage to interested/affected parties to be discussed at next Road Sub Committee meeting.

9. COMMITTEE MEMBERS AOB

It was agreed that the venue for the 2027 AGM will be at the Ferring Retirement Club Room.

Action point:

Pauline to make booking re 2027 AGM.

Communication had been received from Briant regarding issues with providing Fibre internet connections for certain areas in Ferring that did not have telegraph poles with new cabling. This matter will require further discussion to see how FRSA need to be involved.

Action point:

Jackie to discuss further with Briant

Road Membership fees for 2027 were discussed at it was agreed to hold at £95 as in previous 2 years.

Clive queried what address can be provided to contractors as a registered address for the FRSA. As a non-profit, non-incorporated voluntary organisation, legally a registered address is not required. However, a communication address for that of the treasurer can be given to any contractor requesting such information.

10. DATE OF NEXT MEETING - Thursday 12th November at 6:00pm.