



Established 1894

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**MINUTES OF THE MEETING OF THE GOVERNANCE & OVERSIGHT COMMITTEE
HELD AT THE KING SUITE, ANGMERING VILLAGE HALL ON WEDNESDAY 4 FEBRUARY 2026**

- Committee:** Nikki Hamilton-Street, John Oldfield, David Marsh and Sylvia Verrinder.
For the meeting to take place 3 committee members need to be present, this is known as quorum and is a legal requirement.
- Present:** Councillors David Marsh, Nikki Hamilton-Street and Sylvia Verrinder
- In attendance:** Katie Herr – Parish Clerk
- Acronym:** Angmering Parish Office: APC. Arun District Council: ADC. Angmering Community Land Trust: ACLT.

AGENDA ITEM	MINUTE NO.		ACTION FOR
1	GO25/033	APOLOGIES FOR ABSENCE Apologies were received and approved for Cllr. John Oldfield.	
2	GO25/034	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None.	
3	GO25/035	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee of Wednesday 5 November 2025 were agreed and were signed by the Chair.	
4	GO25/036	PUBLIC CONSULTATION No members of the public were present.	
5	GO25/037	CLERKS REPORT & ACTION LIST There were no updates.	
6	GO25/038	HEALTH AND SAFETY The Clerk confirmed the boiler had been serviced and the lock up/office inspections were due this month and booked in. It was also noted that there was damage to one of the life rings at Mayflower Park and motorised vehicles being used on the BMX Track. The PCSO has been alerted to this and the grounds team will attend daily to keep an eye on the surface of the track.	

7 **GO25/039 GENERAL RISK REGISTER & FINANCIAL RISK REGISTER**

Both registers were discussed.

General Risk Register

The Clerk talked through the register – and talked through the highlighted areas relating to the ACLT. This will be updated and the register added to the agenda for February 2026 Full Parish Meeting.

Financial Risk Register

The Clerk talked through the register – and councillors noted there were no updates. The register will be added to the agenda for February 2026 Full Parish Meeting.

Action: Take to Full Council on 9 February 2026

KH

8 **GO25/040 MONTHLY DUTIES**

The last 3 months duties and the next 3 months duties were all talked through by the Clerk.

9 **GO25/041 INVESTMENT UPDATE AND MATURING ACCOUNTS**

The current investments were talked through by the Clerk. The report was read out and questions invited about the information provided.

Various options were discussed regarding where to put the money from the maturing account, acknowledging the recent changes to the cover level FSCS provides – this has risen from £85,000 to £120,000 per bank account.

There is one account maturing in March 2026.

RESOLUTION: Cllr. Hamilton-Street **PROPOSED** £93,282.40 (plus any interest) be moved into the highest interest 12-month account (a different bank to all other savings) within the Flagstone platform. Cllr. Verrinder **SECONDED** and **ALL AGREED**.

A discussion was then had on our current investment accounts and decisions will be made on these when they mature. Bring information to next Governance meeting regarding suitable accounts which would cover the maturing investments.

10 **GO/042 MEMBERS BASIC ALLOWANCE – 2025 PAY AWARD**

The correspondence was talked through and the pay award for Arun District Councillors was noted. As a Parish Councillor the standard allowance is 10% of this figure. It was noted that in 2024 this annual raise was not taken and the annual allowance remained at £638 and not increased to £688 for APC Councillors.

The 2025 award would raise the allowance to £710. This was discussed at length with Cllr. Hamilton-Street putting her thoughts across for why it should remain at £638. Other councillors also stated their thoughts regarding the increased amount.

Information was confirmed as to how many councillors currently claim the allowances (5) and that only elected councillors were entitled to claim.

RESOLUTION: Cllr. Verrinder **PROPOSED** to raise the councillor allowance to £710. **SECONDED** by Cllr. Marsh, 1 against 2 agreed.

KH

11 GO/043 INFORMATION SECURITY INCIDENT POLICY 2026

The policy was talked through by the Clerk. One request was received to write ICO in full. This will be amended.

Action: This policy will be updated and brought to Full Council for re-adoption in February 2026.

KH

12 GO/044 MEMBERS ALLOWANCE POLICY 2026

This policy was discussed and a format issue was raised, which will be corrected.

Action: This policy will be updated and brought to Full Council for re-adoption in February 2026.

KH

13 GO/045 USE OF ARTIFICIAL INTELLIGENCE (AI) POLICY

All councillors took part in a short discussion about this new policy and agreed there were a few minor changes needed. All agreed it was a worth while policy.

Action: This policy will be updated and brought to Full Council for adoption in February 2026.

KH

14 GO/046 TRAINING DEVELOPMENT POLICY 2026

All councillors took part in a discussion about this addition to the current policy and agreed it would be beneficial both now and in the long run for it to be included in the Training Development Policy.

Action: This policy will be updated and brought to Full Council for adoption in February 2026.

KH

15 GO/047 FUNDING OF DRIVER TRAINING

Information was given to the councillors by way of a report stating the requirement for training for a staff member. This was discussed at length and all present agreed it would be a of a great benefit to the council and in turn the wider community if this training was funded.

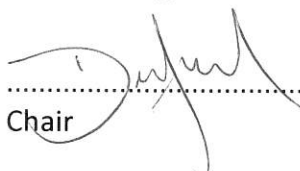
RESOLUTION: Cllr. Hamilton-Street **PROPOSED** to put the staff member through the driver training. **SECONDED** by Cllr. Marsh and **ALL AGREED**.

The Clerk will await adoption of the Training Development Policy 2026 at Full Council on 9 February 2026 before proceeding. A written agreement will be drafted and signed by both the Clerk and staff member.

DATE OF NEXT MEETING

The Committee's next meeting will be held on **Wednesday 29 April 2026 at 2pm in the King Suite, Angmering Village Hall.**

The meeting concluded at 2:58 pm


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Chair

Date 29/4/26

