



Established 1894

Angmering Parish Council

The Corner House
The Square
Angmering
West Sussex, BN16 4EA

Telephone/Answerphone 01903 772124

E-mail: admin@angmering-pc.gov.uk

Website: www.angmeringparishcouncil.gov.uk

MINUTES OF THE ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 8 FEBRUARY 2021

Present: Councillors Nikki Hamilton-Street (Chair), Mike Jones, Alison Reigate (Vice Chair), Rhys Evans, Lee Hamilton-Street, Norma Harris, Alan Evans, David Marsh, Sylvia Verrinder, Suzanne Howland, John Oldfield and Paul Bicknell

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), District Cllrs. Andy Cooper and Mike Clayden, West Sussex County Cllr. Deborah Urquhart and 3 members of the public

Acronym: Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – CLT; Housing, Transport & Planning Committee – HTP; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; JEAAC - Joint Eastern Arun Area Committee; Sussex & Surrey Association of Local Councils – SSALC.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	20/176	APOLOGIES FOR ABSENCE None.	
2	20/177	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Non-pecuniary interests were declared by Cllrs. Oldfield, N Hamilton-Street, L Hamilton-Street, R Evans, A Evans, Bicknell, Jones and Harris regarding Item 12, Angmering Community Land trust – Deed of Variation.	
3	20/178	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 11 January 2021 were agreed by all and will subsequently be signed by the Chair.	
4	20/179	PUBLIC CONSULTATION One member of the public was concerned about the damage being caused in Mayflower Way by contractors and that it would only get worse. The Clerk advised she was in contact with the contractors and knew who to approach if any action needed to be taken. She was also in contact with the Developer. Cllr. L Hamilton-Street supported the member of the public and was keen that a record of evidence by kept should it be needed for future repairs. <u>Action:</u> Monitor damage caused to Mayflower Way.	

KH

The member of the public also asked about the re-surfacing of Cow Lane and when the work would start. The Clerk advised that APC were still waiting for a date.

The final question was regarding the supporting paper referencing Cresswell Park re planting and SUD work and what the issues where. The Clerk gave an explanation and also mentioned that the Tree Officer was happy with what was being done in this area, although it was outside of the planning application area. ADC are dealing with the SUD issue and will be in contact with any updates.

5 20/180 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:

a) The action list.

For the Action List see **Supporting Papers**

b) Any subsequent matters that have arisen since the agenda was set.
None.

The Clerk talked through the supporting papers and advised of any updates, she then invited questions, none were asked.

6 20/181 CHAIRMAN'S REPORT

Cllr. N Hamilton-Street referred to her written report and asked if there were any questions, none where asked.

Before moving on Cllr. N Hamilton-Street gave mention to the APC Office Valentines window and how nice it looked, and the positive comments being received via Facebook.

7 20/182 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart updated the committee on what WSCC were presently working on, including the gritting that was taking place to help combat the snow and ice that was forming on the roads during this cold spell; the new pot hole reporting tool on the WSCC website; extended free travel for OAP bus pass holders to travel to get their COVID-19 vaccinations and explained the new community road verges, wilding our neighbourhood initiative where Parish and Town Councils can adopt a verge and plant with wildflowers.

On Friday 12 February WSCC will hold their full council meeting where they will be setting the budget. Councillors will decide whether to approve the 'Our Council Plan', which sets out how money should be spent, and performance measured. The plan sets out the key priority outcomes for the council over the next four years, focusing on learning from the response to COVID-19 to ensure the council provides the best support it can for residents, both now and in the future.

She reported that it was hoped that WSCC would be carbon neutral by 2030.

Finally she advised that the Libraries were setting up digital help for residents, workshops were being set up to provide help using digital and social media.

Questions were then invited:

Cllr. Jones asked if it would be possible for a litter pick to take place before grass cutting was carried out on the central reservation between the Body Shop roundabout and the Out of Bounds centre. Cllr. Urquhart advised that this was a matter for ADC as they are responsible for the litter, however she would raise it with them and ask them to respond.

Cllr. Bicknell asked if the new pot hole link would run alongside the Love West Sussex app, it was confirmed that both would work equally well.

A member of the public asked about reporting fly tipping and that the response in the Love West Sussex app did not provide enough information on what would happen next and should be re-worded. Cllr. Urquhart will look into this.

Cllr. N Hamilton-Street asked if there was an update on the re-surfacing of the cycle path in Bramley Green since more incidents had been reported to WSCC through the APC office, unfortunately this matter is still on going but is being monitored by WSCC.

8 20/183 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper commented on the question that Cllr. Jones had raised regarding a litter pick of the central reservation before grass cutting took place. He had been involved in the process last time this had been done (approx. 2 years ago) and he commented that it does create a lot of issues mainly around Health and Safety. He will take this forward and see if anything can be put in place for this years cut.

He commented on fly tipping and that this was also ADCs responsibility. If an issue is reported and nothing seems to be being done please bring it to his attention.

Regarding the re-surfacing of Cow Lane, Cllr. Cooper advised he was happy to help in the chasing up of any information required.


The removal of Foreshore Officers was mentioned, and a short discussion took place, and an update will be given if anything changes.

Finally Cllr. Cooper mentioned the Special Budget meeting that will be taking place on Wednesday 17 February to discuss the way forward for the coming year.

Cllr. Clayden advised that the name of the Development Control Committee will be changed to the Planning Committee

The proposed expansion to the Rampion Wind Farm was briefly discussed.

Questions were then invited from the councillors:



Cllr. Verrinder asked Cllr. Cooper about the Armed Forces Community Covenant between ADC and armed forces community in the Arun district which was signed by Cllr. Cooper in 2016. She went on to explain what this was - local fund of up to £20,000 which will look at providing funding for projects or assistance of an armed service nature and it appears that ADC has applied for the least amount of funding. Cllr. Verrinder asked why this was.

Cllr. Cooper thanked Cllr. Verrinder for bringing this back to his attention and that he would speak with Cllr. David Edwards, ADCs armed forces champion, who is better placed to deal with this and ask him to do a news release out to all towns and parishes, so all are aware.

Cllr. Cooper closed by referring to South of Water Lane and while it was not the result everyone wanted he will keep an eye on how it moves forward. He thanked everyone involved, in return Cllr. N Hamilton-Street thanked Cllr. Cooper for all he had done.

Cllrs. Cooper, Clayden and Urquhart left the meeting at 19.30.

9 20/184 NEIGHBOURHOOD PLAN

The Clerk confirmed there had been no further updates.

10 20/185 CO-OPTION POLICY UPDATE

Cllr. N Hamilton-Street explained the update was to now include the Skills Audit within the policy, whereas before this had been a separate document. She went on to explain why this decision had been made.

The policy update needed to be formally agreed at tonight's meeting and Cllr. N Hamilton-Street asked if there were any questions – Cllr. Bicknell asked when the current Skills Audit would be available to view, Cllr. N Hamilton-Street advised when this would be circulated.

RESOLUTION: Cllr. Bicknell **PROPOSED** the Co-option Policy update be adopted, Cllr. Reigate **SECONDED**, and **ALL AGREED**.

11 20/186 COUNCILLOR CO-OPTION

Cllr. N Hamilton-Street introduced Kevin Haag to the committee and thanked him for putting himself forward. The Clerk had previously shared the interview notes and questions were invited from the committee.

After a short question and answer session Cllr. N Hamilton-Street advised the committee that it was now time to take a vote to decide if Kevin Haag should be co-opted. The question was asked, all raised their hands in agreement and Kevin Hagg was officially co-opted.

The Clerk then advised that there would be an induction plan and invited Kevin to come into the office to go over this and sign some papers.



12 20/187 ANGMERING COMMUNITY LAND TRUST – DEED OF VARIATION – FUNDING

Cllr. N Hamilton-Street advised that a decision needed to be made at tonight's meeting and referred all committee members to the supporting paper which outlined the amounts to be decided upon. She also confirmed that the CLT were happy to contribute 50%.

The amount given by the solicitor had been between £750-£1,000 (plus VAT)

The member of the public representing the CLT gave an overview of the current situation. During the discussion, a question was asked about Angmering residents being given first option on applying for this housing, the representative confirmed this was still the case.

It was requested by Cllr. Bicknell that the minutes should state the amount for the Council to pay, £375 - £500 (plus VAT).

After discussion it was agreed that APC would pay 50% of the total cost to the deed to allow CLT to build part ownership properties as well as affordable rents.

RESOLUTION: Cllr. Oldfield **PROPOSED** APC would pay 50% of the total cost of the deed, Cllr. Marsh **SECONDED**, and **ALL AGREED**.

Two members of the public left the meeting at 19.59.

13 20/188 WSALC – DECIDE HOW TO PROCEED

Cllr. N Hamilton-Street gave an overview of the situation and the extreme number of emails that had been sent on the subject. Cllr. N Hamilton-Street will be attending a Chairs briefing meeting tomorrow evening. The AGM is scheduled for 25 February 2021 and Cllr. N Hamilton-Street confirmed that she will be attending and voting in favour of pausing the work being carried out and to consult more with the Towns and Parishes it affects. She asked that all councillors refer to the supporting papers and let her have any questions as soon as possible.

The Clerk confirmed that just before the meeting she had circulated the updated AGM agenda and a supporting document from SSALC on what they currently provide to members.

14 20/189 FINANCIAL RISK REGISTER/GENERAL RISK REGISTER UPDATE

The Clerk explained why these items were on the agenda and questions were invited but none were asked.

If after the meeting questions did come up, they should be addressed to either the Clerk or Cllr. L Hamilton-Street.

15 20/190 HEALTH AND SAFETY POLICY

The policy had been updated and after being agreed at the recent Governance meeting was now being brought to this committee for adoption. Questions were invited.



Newly co-opted councillor Cllr. Haag asked if a section could be incorporated regarding working at height and also pointed out an error with some formatting issues.

Action: Add working at height (if applicable) and amend formatting issues.

KH

No more questions were asked, and the policy was put forward for adoption.

RESOLUTION: Cllr. Reigate **PROPOSED** that the policy should be adopted with the above amendments, Cllr. Jones **SECONDED**, and **ALL AGREED**.

16 20/191 COMMUNITY GRANT APPLICATIONS

APC had not received any grant requests for this month. Next month will be the last month for grant application to be awarded in 2020/2021. All were encouraged to make it known that this remaining money was available and would expire at the end of March 2021.

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £1,036.40.

17 20/192 2020/2021 FINANCIAL REPORT

The Clerk presented the report, no questions were asked regarding the report.

Cllr. Howland agreed to sign the bank reconciliation for January 2021 and will attend the APC Offices to sign the reconciliation as this is a virtual meeting.

18 20/193 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

Cllr. N Hamilton-Street commented on the Development Control meeting where South of Water Lane was discussed and although she was not able to speak APC had sent in a number of items for considerations prior to the meeting and had done everything that could be done.

Cllr. R Evans updated the committee on the meeting he had attended regarding the next phase of the Rampion Wind Farm and if wanted he could send a copy of the PPT presentation that had been shared. A short discussion took place. The Clerk advised that a Zoom call had been offered to APC to gain further information along with a question and answer session. She was in the middle of arranging this and would share details once known.

Action: Arrange Zoom calls with Rampion Wind Farm and send out joining information.

KH

19 20/194 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 26 January 2021 via Zoom – Cllr. Verrinder asked when the Dappers Lane Working group would be getting the answer to their report. Cllr. N Hamilton-Street advised that a conversation needed to take place with Cllr. Oldfield before they could feedback.



- CLEW Committee – held on Wednesday 27 January 2021 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 3 February 2021 via Zoom – None.

TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

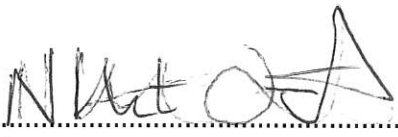
Cllr. A Evans was keen to make the point about not losing track of things that could not take place during the last year for example getting people back to meeting people when this was allowed.

Cllr. N Hamilton-Street advised that monies have been allocated in the budget so a discussion can be had about how this is used when allowed to do so.

DATE OF NEXT MEETING

The Committee's next meeting will be virtual meeting on **Monday 8 March 2021** at 19:00 via Zoom.

The meeting concluded at 20:24.


.....
Chairman

Date..... 9/3/2021.