



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 9 FEBRUARY 2026 AT THE ANGMERING VILLAGE HALL, KING SUITE

**Present:** Councillors Nikki Hamilton-Street (Chair), Alan Evans (Vice Chair), Sylvia Verrinder, Norma Harris, James Thompson, David Marsh and Jack Gocher

**In Attendance:** Katie Herr (Clerk), Tracy Lees (Committee Clerk), ADC Cllr. Andy Copper and two members of the public

**Acronym:** Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – ACLT; Planning & infrastructure Committee – PI; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; Traffic Regulation Order – TRO. Angmering Flood Alleviation Scheme – AFAS; Tree Protection Order - TPO

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	F25/185	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllrs. John Oldfield, Carey Bennett, Sally Taylor, Henry King and WSCC Cllr. Deborah Urquhart. Apologies were not received and therefore not approved for Cllr. Paul Bicknell and ADC Cllr. Amelia Worne.	
2	F25/186	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. Marsh declared a non-pecuniary interest in Item 17.	
3	F25/187	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the Council on <b>Monday 12 January 2026</b> were agreed and signed by the Chair.	
4	F25/188	<b>PUBLIC CONSULTATION</b> One of the members of the public present was the Community Champion for St. Margaret's Church. He was in attendance to explain what this role covered and its aim – the following key areas of focus were read out:	

#### *Reaching Out to Others*

*The Community Champion plays a vital role in connecting individuals both within the church and in the local community This involves proactively engaging with the wider community to foster inclusivity and ensure everyone feels welcome.*

#### *Making Strong, Lasting Relationships*

*Fostering authentic relationships is fundamental to this position. The objective is to promote sustainable interactions that cultivate lasting connections and enhance the sense of belonging within St Margaret's and the wider community.*

#### *Looking for Fresh Ways to get involved*

*The Community Champion proactively identifies and develops innovative initiatives for volunteers to engage in community activities. This involves systematically exploring new opportunities that strengthen relationships and provide diverse avenues of meaningful contribution.*

#### *Starting Up New Things in the Community*

*A central aspect of this role is to initiate new projects and activities, The Community Champion assess community needs and develops programmes or events to address them, thereby ensuring an active and responsive presence.*

#### *Getting More People for the Church involved locally*

*The Community Champion motivates others to participate, helping build stronger links between St Margaret's and the local community.*

#### *Spreading the Word about What we are Doing*

*Raising awareness of the church's activities and community engagement is essential. The Community Champion communicates; updates and successes, helping showcase the positive impact St Margaret's has witing Angmering.*

#### *What they'll be Doing*

*Motivating volunteers, attending community meetings, preparing funding proposals, engaging with external groups, coordinating activities, and assessing effectiveness.*

#### *The Kind of Person We're looking for & What they'll get*

*Looking for someone who communicates well, stays organised, and works collaboratively, inspiring others is a plus. Support includes volunteers, approved project funds where available, admin assistance, phone, laptop, and covered expenses.*

He then went on to speak about the Music & Memory Café, which is free to attend, supports the local Dementia Community and how popular it seems to be after only being open for a short while. Cllr. Verrinder commented on how good it was when she attended the first one that took place.

The Chair then asked the committee if everyone was in agreement if item 17 (Community Grant Applications) was brought up the agenda as it related to this item – all agreed. Please see item 17 for the minute relating to this.

The other member of the public in attendance then took the floor. They wanted to share their idea of holding community markets related to seasonal events and explained their vision for this. They advised funding was not being sought and how the markets would be run and be advertised. They also made it clear that they did not want to tread on APCs toes by taking away from events already scheduled to take place.

They then went on to explain what industry they had worked in in the past and how this could benefit Angmering and surrounding Parishes in the future relating to village Christmas lights etc. The Chair explained APC had

just replaced the village lights and would be very happy to share the 2026 event guide.

Cllr. Evans suggested they spoke with the various venues within the village, i.e. Angmering Village Hall, Angmering Community Centre etc. to see what they were doing and if there were any gaps that could be filled.

The Chair thanked both members of the public and asked them to keep APC updated with what they do next.

**5 F25/189 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:**

The Clerk advised that there were no further updates and asked if there were any questions.

Cllr. Thompson asked about the recent meeting with Cancer United and what they had asked APC to provide, and also about their set-up. The Clerk explained what was discussed at the meeting and that APC had asked for Cancer United to come back to them when the developer was known with regards to Bewley Road and to keep us updated on their plans for their new building. The Chair gave her thoughts and that communication channels were open. One of the things that was discussed was that Cancer United have taken on Cancer Care Plans with local surgeries.

**6 F25/190 CHAIR'S REPORT**

The Chair had not submitted a written report as she had only just returned from being away so updated the committee verbally with the following:

A great meeting was held with Arun Youth Projects looking at providing what young people really want in Angmering. The Outreach Work was working well, and they are really keen to keep working with APC.

The ACLT have made positive moves to progressing the current site in Mayflower Way. We are looking forward to getting more positive updates soon.

Thank you to the Clerk and Office Team for building such a positive relationship with West Sussex Highways that allows APC to explore opportunities for innovation in the village. Examples were also given of what had already been achieved.

The Chair finished by saying she was disappointed after attending a recent meeting with ADALC. She was unsure what they will achieve with Local Government Reorganisation. Minutes of the meeting will be circulated when they are available.

**7 F25/191 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart was not able to attend tonight's meeting, and no report had been submitted.

**8 F25/192 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllr. Cooper started by saying as Chair of Rustington Parish Council he wanted to thank APC for their letter of support re the Zachary Merton

Hospital and site. He said that there was due to be a meeting with WSCC this week and he would report back.

As an ADC Councillor there was nothing much to report other than the next Budget Meeting was due to take place on Wednesday 25 February and the roll out of the new bin waste management scheme which was imminent. He commented that questions are still being received from councillors on how this roll out will work.

He finished by saying that he would be taking part in the Councillor Surgery Session on Thursday 12 February starting at 10am in Angmering Library. WSCC Cllr. Urquhart and the APC Chair will also be in attendance along with a local PCSO.

The Chair said that an agenda item relating to the Zachary Merton Hospital and site will be on next months agenda so the committee can receive an update from Cllr. Cooper.

Cllr. Cooper left the meeting at 20:10.

**9 F25/193 DEVOLUTION UPDATE & LOCAL GOVERNMENT REORGANISATION UPDATE**

The Chair advised that there was still no update and we were waiting on the Government's decision on how their preferred split of Sussex would look. Hopefully something will be shared sometime before the end of March.

**10 F25/194 ANGMERING COMMUNITY HUB/MAYFLOWER PARK**

The Clerk read out the key points from the supporting paper. Cllr. Marsh referred back to when APC were looking to relocate to the old Chandlers site and how things had evolved resulting in it not being financially viable in the end and therefore supported the Clerks paper.

Cllr. Thompson asked for clarity on what the Community Hub would have provided, the Chair gave an overview of what had been planned. Cllr. Thompson then asked if the current APC office was fit for purpose, the Clerk described the issues affecting the building, highlighting again the poor state of the windows with regards to heat retention etc. She also mentioned the lack of private office space and that its was not ideal in its current state, but improvements could be made. A discussion then took place.

Councillors commented that they had heard that people had expressed concern that APC weren't going to be located in the village anymore and felt this change in plan would be welcomed.

Cllr. Thompson asked if the office was compliant and if ADC should be brought in to seek their advice. The Chair and The Clerk assured Cllr. Thompson that the office was very much compliant and not an unsafe setting. To be able to operate, to be open to the public and to meet insurance requirements the building needed to be compliant.

Cllr. Verrinder commented that she felt, and had always done so, that the flat above the office should be part of the office set up and APC should look closely at what could be achieved. Cllr. Gocher echoed Cllr. Verrinder's points and commented that he felt a Youth Centre would not work in

Bramley Green area. Cllr. Marsh also echoed Cllr. Verrinder's comments and that APC needed to look at all possibilities with the current building.

Cllr. Thompson commented that he felt it was a shame to abandon this project. He felt that the Bramley Green area was not the right place for a project like this and that there were other areas that he could think of and other groups, such as the Scouts, that APC could work with. He then gave his suggestions and the discussion continued. The Chair then gave a full overview of the past discussions with the Scouts and that this had already been considered but unfortunately would not work as they have specific wants/needs and did not want to share a building. Also, there was the issue of parking which ruled out other areas of land such as Fletchers Field plus this area and other areas were not owned by APC.

Mayflower Park is owned by APC and therefore this gives more freedom to look at this area as a potential new site for a café, meeting space and youth provision. The paper shows a way of moving forward with some of the project and invitations to join the working group were again extended to all.

After the discussion had concluded the Chair read out what needed to be agreed, which was to:

Agree to formally halt further development of the Angmering Community Hub project and current youth drop-in sessions at Angmering Community Centre, last session 9 February 2026.

Run rest of contract as outreach hours.

Support the redirection of officer time and resources toward:

- Mayflower Park enhancements,
- Further youth engagement initiatives, and
- Internal improvements to the current office accommodation.

The Chair then asked if everyone was happy with these suggestions and the following was agreed:

Cllr. Marsh <b>PROPOSED</b> to agree and support the above points. Cllr. Gocher <b>SECONDED</b> and <b>All AGREED</b>
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One member of the public left the meeting at 20:24

## 11 F25/195 UPDATE TO BLUE PLAQUE PROJECT

The Clerk explained how the project had come about and that she had looked at other councils to see how they had gone about installing Blue Plaques. There has also been correspondence with friends of Angmering Station about turning the sticker of a blue plaque, into a physical plaque, this was now complete.

A conversation has taken place with Angmering's local historian, Neil Rogers-Davies, and three names have been identified that would meet the requirements for being granted a Blue Plaque – Lord Bernard Delfont (Tall Trees), Sir Henry Aubrey Fletcher (St Margarets Church) and Mrs Juliet Kathleen Pannett, MBE (Pound House).

The Clerk confirmed she had approval from both St Margarets Church and the current owner of Tall Trees to put plaques at these addresses. A chase letter would be sent to Pound House.

Cllr. Verrinder asked about where a plaque, if agreed, would be located at Tall Trees and a short discussion took place on where it would be permitted to be sited.

Councillors were requested to make suggestions, as well as the proposal to put the call out to local residents about their suggestions.

**12 F25/196 INFORMATION SECURITY INCIDENT POLICY 2026**

The following policies had all been taken to Governance and Oversight on 4 February 2026 and small changes made, if appropriate, and recommended to go to Full Council. The policy was put forward with a view to re-adoption, no questions were asked. The following was therefore agreed:

Cllr. Verrinder **PROPOSED** that the Security Incident Policy 2026 was re-adopted for use by Angmering Parish Council. Cllr. Harris **SECONDED** and **ALL AGREED**

**13 F25/197 USE OF ARTIFICIAL INTELIGENCE (AI) POLICY**

The policy was put forward with a view to adoption, as it was a new policy, no questions were asked. The following was therefore agreed:

Cllr. Evans **PROPOSED** that the Use of Artificial Intelligence (AI) Policy 2026 was re-adopted for use by Angmering Parish Council. Cllr. Verrinder **SECONDED** and **ALL AGREED**

**14 F25/198 MEMBERS ALLOWANCE POLICY 2026**

The policy was put forward with a view to re-adoption, no questions were asked. The following was therefore agreed:

Cllr. Verrinder **PROPOSED** that the Members Allowance Policy 2026 was re-adopted for use by Angmering Parish Council. Cllr. Gocher **SECONDED** and **ALL AGREED**

**15 F25/199 TRAINING DEVELOPMENT POLICY 2026**

The policy was put forward with a view to re-adoption, no questions were asked. The following was therefore agreed:

Cllr. Marsh **PROPOSED** that the Training Development Policy 2026 was re-adopted for use by Angmering Parish Council. Cllr. Thompson **SECONDED** and **ALL AGREED**

**16 F25/200 GENERAL AND FINANCIAL RISK REGISTERS**

The Chair advised that the change related to the CLT and their new potential partnership. She confirmed that none of the risk had changed. This was noted by all present.

**17 F25/201 COMMUNITY GRANT APPLICATIONS**

The 2025/2026 budget for Community Grants is £5,000.

One grant request had been submitted for consideration this month.

- Music and Memory Café/Arun Dementia Alliance, St Margaret’s Church  
- £750

A short discussion took place, and the following decision was made:

Cllr. Verrinder **PROPOSED** that the sum of £750 was granted to Music and Memory Café/Arun Dementia Alliance, St Margaret’s Church. Cllr. Harris **SECONDED** and **ALL AGREED**

Fourteen grants, including tonight’s, have been awarded so far this year, leaving an available budget of £0. The remaining budget needed for tonight’s grant will be taken from VE/VJ Day funding totalling £65. A new grant budget will be available from 1 April 2026 – currently at £6,000.

**18 F25/202 2025/26 FINANCIAL REPORT**

The reports were presented, no questions were asked.  
Cllr. Verrinder signed the reconciliations for January 2026.

**19 F25/203 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED**

Cllr. Verrinder reported on the following items:

*On Thursday 5<sup>th</sup> February 2026 (slides to follow) Alan, Carey and I attended the online presentation given by ADC of the “Arun Parish & Town Council’s Climate Change Meeting”. This was very interesting and set much food for thought to consider for Angmering as a whole. Although Angmering does contribute to climate change with what Alan is currently brilliantly doing, this meeting made me realise that the matter goes far deeper than that. I have been reminded that last year we were visited by a lady very keen to progress the matter of “Greening Angmering” and has established a group to which some of our councillors are members. I understand that the next meeting is in March.*

*The next SDNP Planning meeting is to be held on 12<sup>th</sup> February 2026. Although there are no planning applications that affect Angmering there are two items on the agenda of interest to Angmering: -*

- a) Local Plan review progress, Regulation 19, and*
- b) The SDNP response to the NPPF Consultation.*

*These items can be watched on the SDNP Planning website.*

**20 F25/204 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

The Planning and Infrastructure Committee: None.  
Governance & Oversight Committee: None.

**21 F25/205 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

None.

**DATE OF NEXT MEETING**

The Committee’s next meeting will be on **Monday 9 March 2026** at 7:30pm in the King Suite, Angmering Village Hall.

**The meeting concluded at 20:50**

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Chair

Date.....

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