Established 1894

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

Present: **Councillors Nikki Hamilton-Street (Chair), Alan Evans (Vice Chair), Sylvia Verrinder, David Marsh, Paul Bicknell, Sally Taylor, Jack Gocher, James Thompson, Norma Harris, Henry King and Carey Bennett**

In Attendance: **Katie Herr (Clerk), Tracy Lees (Committee Clerk) and ADC Cllr Andy Cooper**

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	F26/122	**APOLOGIES OF ABSENCE** Apologies were received and approved for Cllr. Oldfield and WSCC Cllr. Deborah Urquhart. Apologies were not received and therefore not approved for ADC Cllr. Amelia Warne.	
2	F26/123	**DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.** None.	
3	F26/124	**APPROVAL OF MINUTES** Approval of the minutes of the meeting of the Council on **Monday 12 October 2026** were agreed and signed by the Chair. A spelling mistake was amended by hand by the Chair.	
4	F26/125	**PUBLIC CONSULTATION** No members of the public were present, and no questions were asked or had been sent in.	
5	F26/126	**THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA.** The Clerk asked if there were any questions regarding her report – none were asked. The Clerk mentioned that Stagecoach were coming to St. Margaret's Church car park tomorrow to answer questions from the public regarding bus routes through Angmering and encouraged councillors to attend if possible.	

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Cllr. Taylor commented that she had received some very positive feedback in that APC were pro-active and brilliant!

Cllr. Evans commented on Arun's Assets of Community Value list, noting that APC is one of very few parish councils to maintain a fully up-to-date register. A question was raised as to why The Spotted Cow is not included on APC's list. It was explained that, despite several requests for the necessary information, the required details were not provided. As a result, APC was unable to progress the nomination and therefore could not add the asset to the register.

The Committee Clerk then updated the council on past and upcoming events for the rest of the calendar year.

The **Halloween Spectacular** attracted its highest attendance to date, with a record number of entries submitted for the pumpkin carving competition. The event received a great deal of positive feedback from attendees.

Remembrance Sunday, held on 8 November, once again saw increased attendance compared with the previous year. The event ran to time and went very well with a lot of positive comments being made after the event had finished. Following several medical incidents during the event APC will look at what else can be put in place for next year. Cllr. Cooper commented that Rustington event also seemed to be getting more incidents each year. A comment was made that APC should consider advertising that chairs were available if people needed them.

Angmering@Christmas will be on Friday 4 December between 6pm – 8pm and Cllrs were once again requested to let the Committee Clerk know if they were able to help, thanks were given to those that had already volunteered their help.

6 F26/127 CHAIR'S REPORT

The Chair asked if there were any questions, none were asked.

7 F26/128 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart was unable to attend tonight's meeting but did send in the following update:

I would like to congratulate the PC on the extremely well attended remembrance Service yesterday, it's good to see the residents of Angmering supporting these local events.

The only issue I wish to report is the Ofsted Report on Children's Services which has rated all categories as 'good'. The report itself makes very good reading reflecting the work of our staff and the significant investment the Conservative Administration and taxpayers have made over the past 7 years, working with our looked after children. It is now important we don't lose this momentum during any Government reorganisation.

No questions were raised for Cllr. Urquhart

8 F26/129 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper started by giving his apologies again for not being able to attend last months meeting, the Councillor Surgery Session and also Remembrance Sunday which he also gave his congratulations for the excellent turnout.

He mentioned the Angmering Sports Hub was moving forward and that he was making sure APC would be briefed ahead of any public announcements.

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The next Full Council meeting will be taking place this week on Wednesday 11 November where it was expected there would be questions about the way the administration is/would work now and in the future. He also touched on the Planning Policy Committee and National Planning Policy Framework going forward and that the Local Plan was starting to be looked at and was it worthwhile, i.e. looking at where it fits in.

The Planning Policy Committee will be taking place on Monday 30 November, the Chair asked if the public were allowed to ask questions. Cllr Cooper confirmed that they are and to make sure to submit any questions prior to the meeting. A brief discussion around what development might be permitted and who would make the decisions took place.

Cllr. Thomas commented that he felt ADC should do a Local Plan and gave his views on why, he then asked Cllr. Cooper for his stance on the Local Plan to which Cllr. Cooper responded outlining his rational on why he feels like he does.

Cllr. Bicknell commented on the 4 untaxed/abandoned vehicles had been removed from The Dell.

Cllr. Marsh asked for Cllr. Coopers help in achieving a decision regarding the extension to the conservation area in Angmering as it seems to have come to a standstill. Cllr. Cooper will follow up straightaway and report back. The Clerk will send over the email trial to Cllr. Cooper to help with this.

No more questions were asked and Cllr. Cooper left the meeting at 20.00.

9 F26/130 DEVOLUTION UPDATE & LOCAL GOVERNMENT REORGANISATION UPDATE

The Chair referred everyone to the recent email sent on Thursday 29 October explaining the current situation and timelines that are now being proposed/looked at. This also included a brief update on what had been going on in the background. Cllr. Evans fedback on what he had learnt from a recent meeting he had attend, the WSALC AGM & Conference, along with the Chair and Clerk.

10 F26/131 INTERIM INTERNAL AUDIT REPORT 2026/27

The Clerk commented that as already stated the interim internal audit had gone very well and that APC had a new auditor, she then drew the committee's attention to the report showing the list of actions that needed to be completed. The councillors acknowledged the actions and noted progress that had already been made.

The Chair thanked the Clerk for all her work regarding the internal audit.

11 F26/132 ANGMERING READY

The Chair talked through the supporting paper and explained that this was an extension to APCs current Resilience Plan. The APC Resilience Plan has just been updated. She also explained what decisions needed to be made at tonight's meeting. A long discussion then took place around the original plan that was put together – the Chair re-explained the difference between the current Resilience Plan and this new additional suggestion which was aimed at organising sessions to help all our residents, signposting them to agencies/organisations that could help and getting information out there that could help in a time of emergency.

After further conversation the councillors were asked who would like to be part of the Angmering Ready project to help move it forward, the following said they would like to be involved:

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Cllrs. Marsh, Bicknell, Verrinder, Gocher and Taylor put their names forward. The Clerk will contact all concerned to move this project on and what the next steps will be.

12 F26/133 PROPOSED EVENT GUIDE 2027

The Clerk talked through the rational for reducing the amount of events APC put on every year which ultimately comes down to less and less volunteers able to help deliver the events on the day. Each event was then discussed and the following agreed:

The events staying and managed by APC will be:

- CPR / Defib Courses
- Angmering Summer Jam
- Angmering Revealed although will now take place every other year, the next event will take place in 2028
- Halloween Spectacular but will be reevaluated after the 2027 event has taken place
- Remembrance Sunday
- Angmering @ Christmas

The following will no longer be run or managed by APC:

- The Wellbeing event will now be run by The Haven, and the cost of the hall hire will be covered by APC for the 2027 event
- Angmering Village Fair & Fun Dog Show will no longer be run by APC but will be offered to WADARS to run, if they are not able to take this on this event will no longer take place

Cllr. Verrinder suggested an events committee, like the one East Preston has, was advertised to see if any residents would like to part of it. Cllr. Gocher said he would be interested in heading this up.

Cllr. Marsh suggested that the above event plan was accepted with the understanding that things may need to change after discussions have been had with the various parties concerned, therefore the following was agreed:

Cllr. Marsh **PROPOSED** that the new event line up was accepted but may change in the future. Cllr. Bicknell **SECONDED** and **10 AGREED** and **1 ABSTAINED.**

13 F26/134 GENERAL RISK REGISTER & FINANICAL REGISTER

The updates were noted and no questions were asked

14 F26/135 COMMUNITY ENGAGEMENT POLICY 2026

The Clerk talked through the updates, no questions were asked therefore the following was agreed:

Cllr. Thompson **PROPOSED** that the revised and updated Community Engagement Policy 2026 was readopted. Cllr. Verrinder **SECONDED** and **ALL AGREED.**

15 F26/136 DATA PROTECTION POLICY 2026

The Clerk talked through the updates. Cllr. Bicknell requested that one of the lines be spilt into two, one for staff and one for councillors. No further questions were asked therefore the following was agreed:

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Cllr. Verrinder **PROPOSED** that the revised and updated Data Protection Policy 2026, once Cllr. Bicknell's changes had been made, was readopted. Cllr. Harris **SECONDED** and **ALL AGREED.**

16 F26/137 DOCUMENT RETENTION SCHEME 2026

The Clerk talked through the updates. Cllr. Bicknell asked a few questions, all of which were answered. No further questions were asked therefore the following was agreed:

Cllr. Evans **PROPOSED** that the revised and updated Document Retention Scheme 2026 was readopted. Cllr. Gocher **SECONDED** and **ALL AGREED.**

17 F26/138 INVESTMENT POLICY 2026

The Clerk talked through the updates. No questions were asked therefore the following was agreed:

Cllr. Verrinder **PROPOSED** that the revised and updated Investment Policy 2026 was readopted. Cllr. Thompson **SECONDED** and **ALL AGREED.**

18 F26/139 IT POLICY 2026

The Clerk talked through the updates. Cllr. Bicknell asked a few questions, all of which were answered. No further questions were asked therefore the following was agreed:

Cllr. Thompson **PROPOSED** that the revised and updated IT Policy 2026 was readopted. Cllr. Taylor **SECONDED** and **10 AGREED** and **1 ABSTAINED.**

The Clerk commented that going forward any future changes could be dealt with by the Governance and Oversight Committee so policies would no longer need to come to Full Council, the only exception to this would be Standing Orders, Financial Regulations and the Scheme of Delegation. This will be updated within the Terms of Reference for the Governance and Oversight Committee in May 2027.

Cllr. Bennett left the meeting at 20:51.

19 F26/140 COMMUNITY GRANT APPLICATIONS

The 2026/2027 budget for Community Grants is £6,000.
Three grants were awarded last month therefore the remaining budget is now £3,235.

No grant requests were received this month.

20 F26/141 2026/27 FINANCIAL REPORT

The reports were not included in this agenda but would be brought to next month's meeting, no questions were asked.
Cllr. King will sign the reconciliations ahead of the next meeting.

21 F26/142 MAYFLOWER PARK CAFÉ – OPPORTUNITY TO OPERATE

Council **RESOLVED** that, Pursuant to the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during consideration of this item due to the commercially sensitive nature of the information relating to the opportunity to operate and the tender submissions received.

The Chair referred Councillors to the tender evaluation report and supporting appendices circulated in advance of the meeting. There were six interested parties, three were evaluated with two asked to attend an informal discussion regarding their vision for the Café.

The Chair thanked Cllrs. Marsh and Gocher for their involvement in the evaluation process and advised that the recommendation would be Tender A.

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Councillors considered the tender submissions, evaluation outcomes and the recommendation and after a lengthy discussion the following was agreed:

Cllr. Marsh **PROPOSED** to appoint Tenderer A as the preferred operator for the Mayflower Park Café. Cllr. Verrinder **SECONDED** and **10 AGREED** and **1 ABSTAINED.**

Before moving on to the next item on the agenda Cllr. Marsh commented that everyone he had spoken to about this project was very excited to see this happen.

22 F26/143 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 updated the committee with the following:

1) ANGMERING NEIGHBOURHOOD PLAN

On advice, the Steering Group have called a halt to the current process until early next year.

The reasons for the halt being:

a) ADC's way forward with their Local Plan and its current early work prior to Gateway 1 (3 gateways) and the start of the 30-month process,
a) the current uncertainty regarding the re-organisation of WSCC and ADC to a Unitary Authority and how APC will fit into this with regard to any future housing and other infrastructure developments, and
b) how the APC NP Steering Group can tap into the ADC process and the recently "made" parish NP's.

The Steering Group have produced a way forward which was sent to you all, this still stands for discussion at a future P&I meeting to make recommendation, that ratification by Full Council is required to enable a full re-write of the plan. This decision needs to be made by a good complement of councillors.

Depending on a decision by Full Council, the Steering Group will meet at least once before the end of this year to further discuss:

a) APC's way forward,
b) a simplified structure of the plan and
c) pick up anything new, before resuming next year.

I request that a newsletter is sent to those residents who have registered to inform them of this situation

2) ANGMERING PARISH CONSERVATION AREA APPRAISAL

Following on from Councillor Marsh's question to District Councillor Andy Cooper. Back in 2022/2023 APC P&I set up a working group of councillors and residents to review the Conservation Area with the inclusion of Weavers Hill and gardens surrounding properties near the Spotted Cow. An Appraisal was written but to-date we have had no reply from the ADC Conservation Officer regarding either a 4-week public consultation or approval of the appraisal. On investigate, it appears that an appraisal dated January 2026 has been included on the ADC website including these areas. APC has never ever been officially appraised of the current situation, nor that the matter is now closed, if it is. Despite Katies continual attempts to get an answer we are no further forward. As a result of enquiries by Councillors and Residents I have asked Katie to once again contact the ADC Planning Policy & Consultation Area Lead Officer Mr Ian Moody for an answer and update or closure if that is the case.

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No questions were asked.

23 F26/144 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

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

24 F26/145 TO CONSIDER ANY URGENT MATTERS, <u>FOR INFORMATION ONLY</u>, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

DATE OF NEXT MEETING

The Committee's next meeting will be on **Monday 14 December 2026** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 21.15.

..... Date.....
Chair

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