



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 10 AUGUST 2026 AT THE ANGMERING VILLAGE HALL, KING SUITE

Present: Councillors Nikki Hamilton-Street (Chair), Sylvia Verrinder, Norma Harris, James Thompson, Jack Gocher, Carey Bennett and Henry King

In Attendance: Katie Herr (Clerk) and Tracy Lees (Committee Clerk)

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	F26/065	APOLOGIES OF ABSENCE Apologies were received and approved for Cllr. Evans (Vice Chair), Cllr. Marsh, Cllr. Thomas and Cllr. Oldfield; apologies were also received and approved for WSCC Cllr. Deborah Urquhart and ADC Cllr Andy Cooper. Apologies were not received and therefore not approved for Cllr. Bicknell and ADC Cllr. Amelia Warne.	
2	F26/066	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None.	
3	F26/067	APPROVAL OF MINUTES Approval of the minutes of the meeting of the Council on Monday 13 July 2026 were agreed and signed by the Chair.	
4	F26/068	PUBLIC CONSULTATION No members of the public were present and no questions had been sent in.	
5	F26/069	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. She then reported the following: • The new Assistant Groundsman was settling in really well and now driving the van. • There has been more vandalism at Mayflower Park, this time the BMX sign has been targeted and will need to be replaced as it is a Health & Safety requirement to have this sign. • The new initiative, WSCC Rangers, is off to a good start and Councillors were encouraged to report any issues to the APC Office so they can pass them on.	

AIB have also been advised of the scheme and encouraged to send over any requests they have so they can also be passed on.

The Committee Clerk then spoke about the upcoming events over the summer months, which are listed below, as well as what has been achieved since the start of the year. The Community Networking meetings were also discussed; the next meeting will be taking place on Thursday 1 October 2026.

August & September Events

Saturday 15 August – Summer Skate Jam, delayed from June

Saturday 19 September – Angmering Revealed

Freedom Leisure

Free Play Sessions are back for another year

23 July to the 28 August

Decoy Drive, Palmer Road Rec – Mondays, 10am – 12noon

Mayflower Park – Wednesdays, 10am – 12 noon

An Ice cream van and coffee van has been requested to be at all sessions if possible

Board AF

New for this year

Free Skateboard Lessons on Tuesdays 9:30 – 11:30 at Mayflower Park throughout July & August – lessons aimed at 6yrs+ boards and pads will be available

6 F26/070 CHAIR'S REPORT

The Chair advised that she had not written a report for this month but gave a verbal update instead.

She reported that she, the Clerk and Cllr. Gocher attended a meeting with Arun Youth Projects to discuss what they are currently delivering and what they could deliver in the future such as a regular slot at Mayflower Park. They will be working with them on ideas going forward – the meeting was very positive.

The Chair then invited questions, but none were asked.

7 F26/071 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart was unable to attend the meeting, and no report was submitted. Councillors did not have any questions to pass onto Cllr. Urquhart.

8 F26/072 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper was unable to attend the meeting, and no report was submitted. Councillors did not have any questions to pass onto Cllr. Cooper.

9 F26/073 DEVOLUTION UPDATE & LOCAL GOVERNMENT REORGANISATION UPDATE

The Chair reported that there was no further update. She did mention there seemed to be a lot of chatter on social media re what could be expected next.

10 F26/074 MAYFLOWER PARK PROJECT

The Chair talked through the supporting paper and opened the floor up for questions and discussions. The Clerk explained how the various parts of the paper had been put together and also what was needed at tonight's meeting which was basically an agreement that a supplier to build the café could go out to tender and nothing more at this stage and that this action would have no cost at this stage.

Cllr. Verrinder commented on the many positive comments received at the recent Cycle and Stunt Show event in Mayflower Park where the project was advertised. Cllr. Gocher asked about the closeness of the neighbouring properties and how they would be made aware of this potential project, letters will be put through doors regarding the plans and notifying them when the application had been submitted to planning.

Cllr. King asked about the process in deciding who was awarded the tender, he was pointed towards how the decision was made for the supplier of the new Russett Play Park at the back of Angmering Community Centre and Cllr. Thompson asked about the use of land the proposed café would sit on – this would be on the land that used to house the Discovery Play Area and that it was currently bare tarmac.

The Task and Finish Group were named as Cllrs. Gocher, Thompson, Evans (Vice Chair), Marsh and Hamilton-Street (Chair). Out of this group it has been suggested that three members join the Clerk and Office Manager to score the received tenders. The Clerk will send an email round to ask for volunteers from this group.

After discussion the following six points were then talked through and then agreed:

1. To approve the commencement of an Open Tender process for the Mayflower Park Café Project.
2. To approve the preparation and publication of tender documentation for the design, manufacture, supply, installation and commissioning of a Café and Community Facility at Mayflower Park.
3. To authorise the Clerk and Office Manager to administer the tender process on behalf of the Council.
4. To advertise the opportunity through Contracts Finder, the Angmering Parish Council website and other appropriate channels.
5. Confirm members of the Mayflower Park Improvements Task and Finish Group who will be responsible for evaluating tenders received.
6. To receive a further report following evaluation of submitted tenders before any contract award is made.

Cllr. Verrinder PROPOSED that all the above 6 points were approved. Cllr. Gocher SECONDED and ALL AGREED .

11 F26/075 ANNUAL PLAN BUDGET UPDATE REVIEW 2026/27

The Chair asked councillors for an update on their actions / tasks. Cllr. Bennett updated the committee as did Cllr. Thompson. The Annual plan will be reviewed in October / November, and all Councillors are asked to keep the APC Office updated. A short conversation was also had regarding the QE2 Garden on Water Lane and what could potentially be achieved in this area. The Clerk will contact WSCC Tree Department to ask if someone would be able to come out and review the area.

12 F26/076 UPDATES ON REPORTING HIGHWAYS ISSUES WITHIN ANGMERING

The Chair gave an overview of the meeting held on Monday 15 June regarding highways and splitting the village into areas for reporting of issues and asked if there were any questions. She also reminded councillors to keep reporting issues.

The Clerk read out a report sent in by Cllr. Evans about what he had reported and how he was planning to work going forward, no questions were asked.

The Chair then explained that she had reported a large number of potholes which have all been filled which was a great result and asked what else had been reported. A short discussion then took place.

13 F26/077 APC TREE POLICY

The Clerk explained that the policy had previously been reviewed at the last Planning and Infrastructure Committee meeting as well as the last Governance and Oversight Committee meeting, she also explained the colour coding and the updates that had been made. After a short discussion the following was agreed:

Cllr. Thompson PROPOSED that APC Tree Policy 2026 was re-adopted. Cllr. Gocher SECONDED and ALL AGREED .

14 F26/078 APC CCTV POLICY 2026

The Chair reminded everyone present of all the stages this policy had gone through to get to this point and invited questions, none were asked. The Clerk also commented that she would be looking into funding opportunities such as grants to help pay for the purchase and installation of another CCTV camera for Mayflower Park.

After a short discussion the following was agreed:

Cllr. King **PROPOSED** that the APC CCTV Policy 2026 was adopted. Cllr. Harris **SECONDED** and **ALL AGREED**.

15 F26/079 FINANCIAL AND GENERAL RISK REGISTER

No updates or changes have been made and was noted by all present. These registers are updated quarterly and will be going to the October Governance and Oversight Committee meeting.

16 F26/080 COMMUNITY GRANT APPLICATIONS

The 2026/2027 budget for Community Grants is £6,000.

Two grants were awarded last month therefore the remaining budget is now £4,500.

APC received 1 grant application this month, this was as follows:

4Sight Vision Support - £250

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

Cllr. Verrinder **PROPOSED** that the sum of £250 was granted to 4Sight Vision Support. Cllr. Harris **SECONDED** and **ALL AGREED**.

17 F26/081 2026/27 FINANCIAL REPORT

The reports were presented, no questions were asked.

Cllr. Bennett will sign the reconciliations ahead of the next meeting.

18 F26/082 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED

Cllrs Harris and Verrinder advised the Committee that they would be attending the 50th Anniversary celebrations of the Twinning Association in France later this month and would submit a full report in time for the September meeting.

19 F26/083 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

The Planning and Infrastructure Committee: None.

Governance & Oversight Committee: None.

20 F26/084 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 14 September 2026** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 20.33

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Chair

Date.....