



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 OF ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 12 OCTOBER 2020

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

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

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	20/100	APOLOGIES FOR ABSENCE None.	
2	20/101	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None.	
3	20/102	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 14 September 2020 were agreed by all and will subsequently be signed by the Chair.	
4	20/103	PUBLIC CONSULTATION A member of the public raised questions around the cycle paths and routes within Angmering as they had concerns regarding disconnected routes, giving examples of various road names. After a short discussion they suggested that a working group could be set up to look more closely at the issue and improve the network.	

Cllr. N Hamilton-Street thanked them and stated that this is already an item on the Neighbourhood Plan and the Mayflower Park Working Group.

Cllr. N Hamilton-Street then asked the representatives from WSCC and ADC if they had anything to add. Cllr. Urquhart commented on the WSCC position and strategy. Cllr. Cooper gave ADC views and explained that they had to be mindful of where money needed to be spent. He also explained that he gave this issue his full support. Cllr. Clayden also commented.

Further discussion took place including Cllr. Verrinder expressing her concerns over cyclists using footpaths and Cllr. Bicknell thanking the member of the public for raising this issue.

The Clerk then read out a question sent in from a member of the public regarding the Dragons Teeth around the Community Centre:

1. What research does the council plan to undertake?
2. How do the parish council plan to consult with residents?

The Clerk explained the research that was being undertaken, Cllr. N Hamilton-Street advised that residents would be consulted in the same way that they were regarding the play parks as would anything in an open area. Once all the information has been gathered, including spending, recommendations would be proposed, and views sought.

5 20/104 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.

Cllr. L Hamilton-Street asked about how the investment meeting had gone with Cllr. R Evans. The Clerk advised that she was attending a virtual conference which has a session, specifically on investments. Once this has been attended the Clerk and Cllr. R Evans will reconvene and will report back.

6 20/105 CHAIRMAN'S REPORT

Cllr. N Hamilton-Street asked if there were any questions or comments regarding her report. None were asked.

Cllr. N Hamilton-Street wanted to highlight that at the start of her report she had made reference to two parishioners that had emailed her directly to pass on their sincere thanks to the APC office staff and volunteers for all the support they have given them during the Covid-19 pandemic.

7 20/106 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart reported on various things including:

- Preparations for winter had started with 8 thousand tons of grit ready to go, more information can be found on the WSCC website.
- 93% of West Sussex pupils were now back in school where the national average is 89%, Cllr, N Hamilton-Street commented that Angmering School had a 97.8% rate.
- Work on the bridge over the A280 had started costing in the region of £120k.

- Gave a warning regarding dangerous baby dummy holders being sold online that had come to the attention WSCC Trading Standards officers and for people to be aware and only buy from known UK sellers.
- Promoted the 'Improving local places and spaces' initiative, information can be found online and urged APC to sign up to the initiative.

Action: APC to look into joining the 'Improving local places and spaces' initiative

NHS

No questions were asked.

Cllr. Urquhart finished by adding her thanks to the work that the APC office staff and volunteers had done during the Covid-19 pandemic.

8 20/107 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllrs. Andy Cooper and Mike Clayden added their thanks to the work that the APC office staff and volunteers had done during the Covid-19 pandemic.

Cllr. Cooper reported that from ADCs perspective they now have the constitution working party and as they move forward to a potential committee system which will go on until the early part of next year at least, but a lot of items still need to be put into place.

There was not much else to report around the district, but he was happy to take questions as always.

Cllr. N Hamilton-Street asked about the papers going into the Cabinet meeting next week regarding council boundaries. Cllr. Cooper commented that ADC were always mindful of the boundaries and would be asking questions. Cllr. Clayden commented that he thought it was more about reducing councillor numbers rather than boundaries.

Cllr. Clayden finished by mentioning that a piece had been written in the Arun Times regarding the work done by APC office staff and volunteers and was definitely worth reading.

Cllrs. Urquhart, Cooper and Clayden left the meeting.

9 20/108 COUNCILLOR CO-OPTION

Cllr. N Hamilton-Street introduced Suzanne Howland to the committee and thanked her for putting herself 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 Suzanne Howland should be co-opted. The question was asked, all raised their hands in agreement and Suzanne Howland was officially co-opted.

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

Suzanne will join the HTP committee.

10 20/109 NEIGHBOURHOOD PLAN

The Clerk confirmed that the Neighbourhood Plan was still currently on hold.

11 20/110 CHRISTMAS TREE – VILLAGE SQUARE

The Clerk talked through the supporting paper, giving a rationale to why two heights of tree were being proposed.

Cllr. N Hamilton-Street advised that a decision was needed on what size tree to go for this year – a discussion took place.

After discussion and a vote, it was agreed that a 16ft tree should be ordered rather than an 18ft tree. 6 councillors voted in favour of a 16ft tree with 5 in favour of an 18ft tree.

RESOLUTION: Cllr. Bicknell **PROPOSED** that a 16ft Christmas tree was ordered, Cllr. Jones **SECONDED** and **4 AGREED** and **5 AGAINST**

Action: Place order for 16ft tree with supplier.

TL

12 20/111 TREE POLICY

Cllr. N Hamilton-Street explained the background and that the policy needed to be reviewed and adopted. She then asked for comments.

Cllr. Verrinder asked if under partnership working, 2nd bullet point on page 3 could the following be added: together with respecting the statutory purposes and duties of the South Downs National Parks.

Action: Wording to be added.

KH

Cllr. Bicknell asked about it being a fluid document – Cllr. N Hamilton-Street explained the document review process and that this document would be reviewed in 5 years.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that the tree policy should be adopted after the above comment had been incorporated, Cllr. Reigate **SECONDED** and **ALL AGREED**.

13 20/112 REPAIR OF PLAY PARK EQUIPMENT AT DISCOVERY PLAY AREA

Cllr. N Hamilton-Street explained where this piece of equipment was located, and the Clerk gave an update on the state of the equipment as there had been further damage.

After a short discussion and no further questions, it was agreed to undertake a full repair.

RESOLUTION: Cllr. Bicknell **PROPOSED** that a full repair was to be carried out, Cllr. Jones **SECONDED** and **10 AGREED** with **1 AGAINST**.

Action: Instruct the company to undertake a full repair.

KH

14 20/113 REPAIR OF WALKWAY - MAYFLOWER POND

The Clerk talked through the supporting paper, explaining the background on why this needed to be fixed and the difference in the quotes. A discussion then took place.

Cllr. A Evans asked about using recycled materials. The Clerk explained that this had been investigated but costs were extremely high and not feasible at this time.

Cllr. R Evans suggested sponsorship boards and Suzanne Howland suggested the use of recycled tyres. Cllr. N Hamilton-Street said that both of these ideas should be taken to the Mayflower Park Working Group, both agreed.

Action: Add these items to the Mayflower Park Working Group document.

NHS

After discussion it was agreed to go with quote 1.

RESOLUTION: Cllr. Bicknell **PROPOSED** that quote 1 should be accepted, Cllr. Harris **SECONDED** and **10 AGREED** with **1 ABSTAINING**.

Action: Inform supplier of quote 1 that their quote had been successful and book a date for the repair to take place.

TL

15 20/114 BORE HOLES – COMMUNITY CENTRE GREEN SPACE

Cllr. N Hamilton-Street explained that this had originally been presented at the last CLEW meeting, the Clerk then talked through the supporting paper.

Cllr. Bicknell gave his views on why he thought bore holes should be done first and the background on previous situations that he was aware of.

Cllr. L Hamilton-Street stated that we are ultimately responsible for this area and although history of the area was known, we have to make sure we undertake a full and thorough investigation before a solution is put forward.

A discussion took place and after much debate the following voting took place:

- Leave the holes as they are – 2 for and 9 against
- Fill in the holes only – 5 for and 6 against
- Drill bore holes first – 7 for and 4 against

Looking at the number of votes it was agreed to go ahead with drilling the bore holes first and report back with the findings.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that bore holes should be drilled, Cllr. Bicknell **SECONDED** and **5 AGREED** with **4 AGAINST**.

Action: Instruct the company to go ahead and drill the bore holes, share report once received.

TL

16 20/115 ANNUAL PLAN

Cllr. N Hamilton-Street introduced the plan and explained that the plan showed what had been completed and what still needed work on. She commented that only two items were outstanding and not started, the Parish Assembly due to Covid-19 and public toilets proposed at the Chandlers' site which was now not possible.

It was then asked if there were any questions or comments.

Cllr. Reigate commented on page 2 and asked if All About Angmering magazine should be included in this section, Cllr. N Hamilton-Street explained why this was not in that section as it was aimed at social media. No other comments were made.

Cllr. N Hamilton-Street said that APC would need to start putting their aspirations and plans together for next year so the budget can be set. The Clerk was looking at holding a session with all the councillors to discuss further – more information to come. In the meantime, Cllr. N Hamilton-Street asked everyone to start thinking in preparation for this meeting, including consulting the community, which was going to be done over three sessions.

At this point the member of the public left the meeting.

17 20/116 COMMUNITY GRANT APPLICATIONS

No grant applications had been received.

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £2,140.00.

18 20/117 2020/2021 FINANCIAL REPORT

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

Cllr. Harris agreed to sign the bank reconciliation for September 2020 and will attend the APC Offices to sign the reconciliation as this is a virtual meeting.

19 20/118 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None.

20 20/119 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 22 September 2020 via Zoom – None.
- CLEW Committee – held on Wednesday 30 September 2020 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 5 August 2020 via Zoom – None.

20/120 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

Cllr. Marsh asked if there had been any developments regarding the Chandlers site and Suzanne Howland commented on the Facebook posts she had seen. The Clerk explained that the site was still owned by Chandlers therefore APC were not able to comment or make any decisions regarding its use. The Clerk would pass on the relevant contact details if the original person who posted the suggestion was to get in touch.

DATE OF NEXT MEETING

The Committee's next meeting will be virtual meeting on **Monday 9 November** at 19:00 via Zoom.

The meeting concluded at 20:35.

.....
Chairman

Date.....

DRAFT