



Established 1894

Angmering Parish Council

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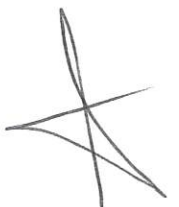
MINUTES OF THE MEETING OF THE ANGMERING PARISH COUNCIL HELD ON MONDAY 14 AUGUST 2023 AT THE ANGMERING VILLAGE HALL, KING SUITE

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

In Attendance: Katie Herr (Clerk), Cllr Amelia Worne and 3 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 (formally HTP) – PI; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; West Sussex Association of Local Councils – WSALC; Traffic Regulation Order – TRO. Angmering Flood Alleviation Scheme – AFAS.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	23/066	APOLOGIES FOR ABSENCE Apologies were received and approved for Cllr. Matt Want, Cllr. Bill Hall, WSCC Cllr. Deborah Urquhart, ADC Cllr. Andy Cooper and Tracy Lees (Committee Clerk).	
2	23/067	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None. The Chair stated that if any come to light as the meeting goes on, please declare them at the time.	
3	23/068	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 10 July 2023 were then agreed by all and signed by the Chair.	
4	23/069	PUBLIC CONSULTATION Cllr. Bicknell wanted to raise an item as a member of the public. He advised that he had seen a Facebook post about the car parking spaces out the front of the shops (Co-op) and if they were wide enough and if they could be resized and/or repainted. The painting and enforcing of the disabled bay was also discussed. It was agreed that the member of the public, who was also an ADC councillor, would take this to committee and request that the repainting was done and parking enforcement of the area undertaken. She will then feed	



back to the Clerk. It was made clear that we can't afford to lose any spaces in this area.

Cllr Bicknell also advised that he was liaising with ADC regarding dog poo bins along the entrances to the A259 and that they now had a map. Cllr. Hamilton-Street advised that she had already provided ADC with a map.

5 23/070 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON THE ACTION LIST AND SUBSEQUENT MATTERS.

The Clerk reported that there was nothing new to add to the report and asked if anyone had any questions.

Cllr. Evans advised that he was keeping an eye on Russett Play Area after the refurbishment and he often asked those there for comments. All had been positive regarding the equipment and he relayed conversations regarding new friends being made before transition to senior school. He will continue to monitor the area.

Cllr. Reigate requested that contact be made with the WSCC officer who conducted the recent walk around parts of Angmering, and to ask him about signs for Downs Way with the addition of 20mph flashing school signs near the access point to the crossing over the A259.

Action: Email WSCC with Cllr. Reigate's suggestion. Arrange a walk around with WSCC officer of this area.

KH

6 23/071 CHAIRS REPORT

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

7 23/072 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart was unable to attend but a report had been submitted on the day of the meeting and emailed round to all councillors.

The Chair summarised the report and suggested re posting about the number 500 bus route. Any questions regarding the report should be directed to Cllr. Urquhart via email.

8 23/073 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Worne read out her report and asked if there were any questions. A question was asked regarding how long it would take to complete the review of the Local Plan – no date was known at this time.

Cllr. Worne then asked about the councils position on the Save Dappers Lane Groups request to close the northern end of Dappers Lane to traffic. Cllr. Hamilton-Street advised that they were not in favour of doing this and that WSCC had already advised that it would not be in favour either. She went on to say that although the petition had over 1,000 signatures it was felt it was a closed question and didn't explore other options. Cllr Bicknell confirmed there were 5 options that could be explored.

It was agreed that APC Councillor's should meet with Cllr. Worne to discuss the subject thoroughly and for all points to be discussed.



Action: The Chair will arrange a meeting with Cllr. Amelia Worne where the closing of the northern end of Dappers Lane can be discussed. **NHS**

9 23/074 COUNCILLOR CO-OPTION

John Carey Bennett was introduced by the Chair and thanked for his interest in the parish council. Councillors were reminded that they had been sent his paperwork and asked if they had any questions. No questions were asked but Cllr. Evans commended him on what was written on his application form. Carey then went on to elaborate about why he wanted to become a councillor.

The Chair asked who was in favour of John Carey Bennett being co-opted onto the council, all were in favour and John Carey Bennett was co-opted. He was then invited by the Chair to sign his Acceptance of Office and join the rest of the councillors.

The Clerk advised that she would see him at the end of the meeting to hand over his induction pack and I-pad.

10 23/075 NEIGHBOURHOOD PLAN

The Chair advised that she was disappointed by the response received from an ADC officer regarding questions/suggestions posed by the Clerk. This included suggestions about working together whilst they update their local plan with other parishes writing or updating their neighbourhood plans. The Chair would take this further once further information had been gathered.

The Chair then advised we had received a letter from Middleton-on-Sea parish council regarding forming a group to deal with questions/queries about making/reviewing their neighbourhood plans. They also suggested guest speakers etc. All agreed this would be well worth joining and the Clerk would respond as such.

Action: The Clerk to respond to the Clerk at Middleton-on-Sea and confirm that she would be happy to join the group. **KH**

11 23/076 THE ANGMERING POUND

Cllr Marsh spoke through what he had seen regarding other villages/towns doing a similar scheme, aimed at encouraging people to spend money in local shops. The scheme was to try to counteract the loss in trade via road closures etc. The Chair then advised what investigation work the Office Manager had done and the highlights of such scheme as well as several issues.

It was suggested that we could look into funding for an "Angmering Christmas Pound". All councillors were in agreement. It was stressed that we would initially need to speak to as many of our traders as possible to seek their views, as well as look for sponsorship. Thanks to be given to Tracy for her hard work so far.

Action: Formulate a plan to visit traders to seek their views on the "Angmering Christmas Pound" before progressing any further. **TL**

12 23/077 **LLOYD GORING CLOSE – COMMUNITY GARDEN PROJECT**

The new concept was talked through by the Chair. A discussion took place regarding the site, access and the quotes received for levelling the area.

RESOLUTION: Cllr. Reigate **PROPOSED** that the new concept for the area be taken forward. Cllr. Hobson **SECONDED** and **ALL AGREED**

The quotes were then discussed in full and the need to make a virement. It was decided that although one quote was higher (quote 1), this quote included the removal of roots. The Clerk advised that all contractors had been taken to the site and the brief was the same.

It was decided that if quote two included the removal of roots, then this quote would be chosen. If it turned out that it did not include this, then quote one would be chosen. The Clerk will confirm and feedback to the councillors.

RESOLUTION: Cllr. Harris **PROPOSED** that quote two be chosen if it included the removal of roots. If it didn't not include this, then quote one would be chosen. Cllr. Reigate **SECONDED** and **ALL AGREED**

Action: The clerk will report at the next meeting, for minute purposes, which quote was chosen.

13 23/078 **FINANCIAL REGULATIONS UPDATE – 2023**

The amendment to the regulations was discussed and agreed by all.

RESOLUTION: Cllr. Oldfield **PROPOSED** that the amended Financial Regulations were adopted by the council. Cllr. Evans **SECONDED** and **ALL AGREED**

14 23/079 **GENERAL AND FINANCIAL RISK REGISTERS**

The general and financial risk registers were talked through and the amendments advised. This included the addition of a financial risk regarding cost of living and increase in utility/insurance costs and a general risk update regarding the sports pavilion.

The amendments were accepted by the council and the risk assessments be reviewed quarterly at Governance and Oversight in November 2023.

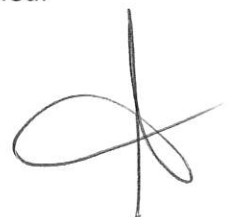
15 23/080 **SCHEME OF DELEGATION – 2023**

The scheme was talked through and no questions were asked.

RESOLUTION: Cllr. Hobson **PROPOSED** that the Scheme of Delegation was adopted by the council. Cllr. Evans **SECONDED** and **ALL AGREED**

16 23/081 **COMMUNITY ENGAGEMENT POLICY – 2023**

The Community Engagement Policy was discussed and it was noted that this policy was required in order to achieve the next award in the Local Council Awards Scheme. It was also stated that this policy, whilst at Governance and Oversight Committee, was enhanced and that the changes were welcomed.



RESOLUTION: Cllr. Marsh **PROPOSED** that the Community Engagement Policy was adopted by the council. Cllr. Harris **SECONDED** and **ALL AGREED**

17 23/082 INVESTMENT POLICY – UPDATE

The investment policy was talked through and the changes advised. This was to the interest rates of accounts held and to their formal ratings. Cllr. Bicknell then questioned if this should be part of the financial regulations – the Clerk advised that this was a stand alone policy.

RESOLUTION: Cllr. Oldfield **PROPOSED** that the amended Investment Policy be adopted by the council. Cllr. Verrinder **SECONDED** and **ALL AGREED**

18 23/083 INFORMATION SECURITY INCIDENT POLICY

The policy was talked through and no questions were asked. The Clerk advised that during Governance and Oversight Committee, that questions were asked regarding GDPR training and new councillors. The Clerk advised that she would be in touch with our GDPR training provider to arrange this.

RESOLUTION: Cllr. Reigate **PROPOSED** that the updated Information Security Incident Policy be adopted by the council. Cllr. Evans **SECONDED** and **ALL AGREED**

19 23/084 LOCAL COUNCIL AWARD SCHEME – QUALITY AWARD

The Chair and Clerk confirmed what had been discussed previously at Governance and Oversight Committee and confirmed they were happy for the award to be applied for. The Clerk confirmed that, after this meeting, all the relevant policies would be in place and subject matter just needed to be collated and the award applied for.

RESOLUTION: Cllr. Bicknell **PROPOSED** that the Council confirms by resolution that all documentation and information is in place for the specified award. Cllr. Hobson **SECONDED** and **ALL AGREED**

20 23/085 COMMUNITY GRANT APPLICATIONS

The 2023/2024 budget for Community Grants is £4,000.

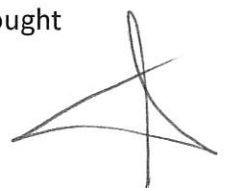
Five grants have been awarded so far this year, leaving an available budget of £1,950.00.

St Barnabas House have requested £250. A discussion took place.

RESOLUTION: Cllr. Hobson **PROPOSED** that a sum of £250.00 was granted to St Barnabas. Cllr. Oldfield **SECONDED** and **9 AGREED. 1 OPPOSED.**

The Coppice and Angmering Surgery Patients Participation Group have requested £500.

After discussion regarding the group and the work they were doing it was agreed to defer the decision for this grant until clarification can be sought about the purchase of PC's and their intended use.



Action: Cllr. Hobson will formulate the questions and the Clerk will contact the group and request the extra information and send to all councillors. The grant will then be added to the agenda for September 2023. **RH/KH**

21 23/086 2023/2024 FINANCIAL REPORT

June and July reports were brought to this meeting. A question was asked about salaries being on show in the reports. The Clerk stated that her salary had to be visible and that other staff members were shown as a collective figure, with names redacted. This had been the case since Rialtas had been installed.

No further questions were asked and the reconciliations were signed by Cllr. Evans and Cllr. Oldfield.

22 23/087 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED

No questions were asked.

23 23/088 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

The Planning and Infrastructure Committee – None.

CLEW Committee – None.

Governance & Oversight Committee – None.

24 23/089 MAYFLOWER WAY – NEXT STEPS

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

At this stage Cllr. Bicknell declared a non-pecuniary interest in the subject matter and advised he would not take part in the vote.

The topic was discussed at length and several questions posed were answered by the Chair and the Clerk.

RESOLUTION: Cllr. Reigate **PROPOSED** that a meeting be set up with the land owner and investigations continued. Cllr. Oldfield **SECONDED** and **9 AGREED. 1 ABSTENTION.**

It was also advised that any information from the meeting would be sent round in the form of a report to all councillors.

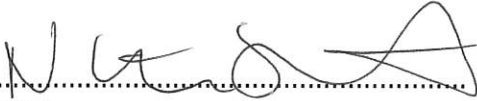
25 23/090 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

26 23/065 DATE OF NEXT MEETING

The Committee's next meeting will be on **Monday 11 September 2023** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 21.12.


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Chairman

Date..... 11/09/2023