



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD AT THE ANGMERING BAPTIST CHURCH ON WEDNESDAY 25 JANUARY 2023.

- Present:** Alan Evans (Vice Chair), Norma Harris, Paul Bicknell, Lee Hamilton-Street and Nikki Hamilton-Street
- In attendance:** Tracy Lees (Committee Clerk)
- Acronym:** Angmering In Bloom: AIB, Angmering Parish Office: APC, West Sussex County Council: WSCC, Arun District Council: ADC

AGENDA ITEM	MINUTE NO.		ACTION FOR
1.	22/105	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and agreed for Cllrs. Alison Reigate and Rhys Evans.	
2.	22/106	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3.	22/107	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Wednesday 30 November 2022</b> were agreed and signed by the Vice Chair. No meeting was held in December 2022.	
4.	22/108	<b>ANGMERING IN BLOOM (AIB)</b> No representatives were present and no report had been sent in.	
5.	22/109	<b>PUBLIC CONSULTATION</b> No members of the public were present, no questions were asked.	
6.	22/110	<b>THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA</b> The Committee Clerk talked through the action list and updated the committee that all licenses had now been granted for the work opposite the Blue Star Roundabout. Quotes were now being sort and will be brought back to the committee once received.	

No question were asked.

7. **22/111 COMMUNITY EVENTS**

**Angmering @ Christmas** – Friday 2 December 2022

The Committee Clerk went through the feedback received and areas were identified where the event could be improved but all agreed it had been a great success.

It was agreed that the event should take place again in 2023 and the date proposed is Friday 1 December as long as the Traders were all in agreement. An email will be sent to ask and if all agree the event will be confirmed.

**Christmas First Aid & CPR Course** – Wednesday 7 December 2022

This event was well attended with approx. 14 people learning how to do CPR. Cllr. Harris volunteered on the day.

Courses for 2023 are planned for Monday 20 March, Monday 5 June and Wednesday 6 December. All will be advertised in the All About Angmering magazine plus the APC noticeboards, website and Facebook page. All courses are free to attend.

**Angmering Amble** – Saturday 1 April

The Committee Clerk advised that this event would now start to be advertised. The event was postponed from last year due to the sad passing of the Queen.

8. **22/112 SUNDOWNERS BRIEF**

The supporting paper was discussed and all agreed with the wording. A response date will be included and a request for a reason why a response could not be given in time, if this is the case, will be asked for.

Comments were made that it was very disappointing that planned events for 2022 were cancelled at short notice and it was hoped that this was not a sign of no commitment from the event organiser.

Action: Brief to be sent to the event organiser and once a response received report back to the committee.

TL

9. **22/113 CORONATION – Saturday 6 May 2023**

Discussions around the amount of grant money available took place and also what had been awarded for the Queens Platinum Jubilee. It was agreed that a grant pot of £5k would be set aside with a maximum of £500 per grant. Any grant requests received for over the £500 maximum would need to be taken to the Full Parish committee meeting for consideration.

Cllr. Bicknell asked if a grant could be given for an event which took place outside of the scheduled three day celebrations and it was agreed that this would not be possible. All grants given would have to take place on the 6<sup>th</sup>, 7<sup>th</sup> or 8<sup>th</sup> May 2023.

The conversation then went on to how to promote volunteering on the Monday. APC will advertise events taking place.

The **Flag Pole** at the Community Centre was then discussed.



Cllr. N Hamilton-Street went over the background of how this idea had come about and that if this goes ahead this will become the main flag pole for Angmering. A discussion then took place.

The location for the pole to be sited on the green space around the Community Centre was talked through as well as the correct height.

Cllr. L Hamilton-Street suggested that the green space around the Community Centre could be re-named to the King Charles III park.

It was agreed by all present that this was a good idea but before the pole was purchased a conversation should be had with the village Flag Master, Roger Miles, to understand what the appropriate size etc. should be ordered.

Action: Contact Roger Miles to discuss the appropriate flag pole for the area.

TL

**10. 22/114 KISSING GATE – MAYFLOWER PARK**

Before discussing this item Cllr. N Hamilton-Street explained that councillors should be looking at visions and wants for the community and not crossing over into what the APC office actions should be. She quoted the Financial Regulations/Standing Orders which state that a spend up to £2.5k could be agreed with the Clerk and the Chair and therefore did not need to come to committee for agreement. Anything over this amount would still need to go to committee.

Cllr. L Hamilton-Street explained that the Governance committee were looking at the Procurement Process/Policy and that decisions were sometimes made on cost rather than what was right. He went on to say that if the specification was 100% correct i.e. signed off by the relevant committee before quotes were sourced this should make the process easier. A discussion took place and all agreed this was the correct way forward.

To clarify the relevant committee would decide on the exact specification and if the cost fell below £2.5k the decision on who to appoint to supply the goods or do the work would be decided on by the APC office and signed off by the Clerk and the Chair. Anything over £2.5k needs to come back to the relevant committee for agreement and sign off.

It was then decided by all in attendance that items 10 and 12 on this agreed would be handed over to the office to decide which quote to go for.

**11. 22/115 THE GREAT LITTLE FARMERS MARKET UPDATE**

The supporting paper was discussed along with comments sent in by absent councillors. Cllr. L Hamilton-Street commented that it was still a good idea and should carry on if at all possible but it was not something that APC could become involved in. Cllr. Bicknell felt that themed markets worked well and maybe this was the way forward.

APC will promote the market as much as possible and keep in touch with the market organiser for updates on how things are progressing.




12. **22/116 STORAGE RACKING FOR THE LOCK UP**  
This item was dealt with under item 10.
13. **22/117 CHRISTMAS TREE RECYCLING**  
Cllr. Evans explained that he had seen this taking place in other areas and felt this would be a good initiative for Angmering. After discussion Cllr. Bicknell suggested contacting Worthing Rugby Club and ask if they would be prepared to identify a weekend after Christmas to do this, APC to hire a chipper and to help cover the costs ask for donations. All the chippings could then be used by the Rugby Club. Cllr. A Evans will contact the Rugby Club to start the conversation and will report back.
14. **22/118 PLAY PARK STRATEGY AND PRIORITY MATRIX**  
The Committee Clerk gave an update on the Russet Play Park refurbishment. No other updates were given.
15. **22/119 ANNUAL BUSINESS PLAN**  
No updates were given.
16. **22/120 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:**
- 1) This Committee  
None.
  - 2) Full Council.  
None.

**DATE OF NEXT MEETING**

The Committee's next meeting will be held on **Wednesday 22 February 2022** at **19:30** to be held at Angmering Baptist Church.

**The meeting concluded at 20:47.**

  
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Chairman

Date.....22.2.23.....

*Please note: The supporting papers referred to in these minutes can be found on the Angmering Parish Council website, along with the meeting agenda or copies can be requested from the Clerk.*

