



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 10 NOVEMBER 2025 AT THE ANGMERING VILLAGE HALL, KING SUITE

**Present:** Councillors Nikki Hamilton-Street (Chair), Alan Evans (Vice Chair), Sylvia Verrinder, Norma Harris, Carey Bennett, John Oldfield, James Thompson and Jack Gocher

**In Attendance:** Katie Herr (Clerk), Tracy Lees (Committee Clerk), Cllr. Deborah Urquhart (WSCC), Cllr. Andy Cooper (ADC) and 3 members of the public. 1 member of the public arrived after the meeting started at 19.37.

**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	F25/126	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Alison Reigate and Cllr. David Marsh Apologies were not received and therefore not approved for Cllr. Paul Bicknell and Cllr. Amelia Worne (ADC).	
2	F25/127	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3	F25/128	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the Council on <b>Monday 13 October 2025</b> were agreed and signed by the Chair.	
4	F25/129	<b>2 x PARISH COUNCILLOR VACANCY – CO-OPTION</b> <b>Henry King</b> attended the meeting. Councillors had been provided a completed application form, skills matrix and informal chat answers sheet prior to this meeting, for both candidates. He answered a question from Cllr. Verrinder regarding his views for wanting to join the Planning and Infrastructure Committee. No further questions were asked.	

The Chair then asked for a show of hands, it was unanimously agreed to co-opt Henry King onto Angmering Parish Council. Henry signed his acceptance of office and joined the rest of the councillors at the tables.

Henry will be given a pack of information and asked to return the signed forms to office as soon as possible.

**Sally Taylor** also attended the meeting. She answered the same question from Cllr. Verrinder regarding her views for wanting to join the Planning and Infrastructure Committee. No further questions were asked.

The Chair then asked for a show of hands, it was unanimously agreed to co-opt Sally Taylor onto Angmering Parish Council. Sally signed her acceptance of office and joined the rest of the councillors at the tables.

Sally will be given a pack of information and asked to return the signed forms to office as soon as possible.

**5 F25/130 PUBLIC CONSULTATION**

No questions were asked, and no questions had been sent in.

**6 F25/131 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:**

The Clerk asked if there were any questions relating to her report which was sent to all Councillors prior to the meeting within the Supporting Papers. No questions were asked.

The Chair drew the committee's attention to item 5 within the Clerks report re questions being asked within the Public Consultation item. She reiterated the purpose of this item and advised how councillors should request future items to be discussed.

The Committee Clerk gave a review on the recent events that had taken place, Halloween Spectacular and Remembrance Sunday as well as updating all present on the up coming Angmering @ Christmas event taking place on Friday 5 December 2025 between 6pm – 8pm around Angmering Village Square.

Cllr Evans and the Clerk also feedback on how events had changed, adapted over the last few years.

**7 F25/132 CHAIR'S REPORT**

The Chair reported on the following items:

**WSALC conference**

Cllr Evans and I attended the above conference, and all papers will be circulated when they are received.

Whilst there was nothing new, the key take aways were from:

1. Leigh Whitehouse CEO WSCC - who talked about devolution and LGR
2. Steve Tilbury Planning Consultant - who set the scheme of the current situation that the government has no clear direction until new NPPF and National Development Management Policies come forth. And the Mayors Special Plan for Sussex.

Thank you to everyone who has supported our **Halloween Spectacular** - smaller numbers but still an excellent collaborative event for the village. Newly elected Cllr. King said that a £50 Art 4 Voucher was donated to the winner who guessed the correct number of balloons in the hearse.



**Remembrance Parade** - big numbers and ran smoothly. Thanks to all the volunteer councillors and those from the local Lions and Rotary Club. Also thank you to Advanced Security for your services on the day.

**8 F25/133 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart started by saying how well the Remembrance Sunday had gone and was pleased to have been able to take part in it.

She stated that she fully supported all the comments regarding future planning and talked about her thoughts and her understanding which was everything is still very much up in the air. She also commented that Natural England has withdrawn their Water Neutrality Position Statement and that this could now lead to an influx of planning applications within the Horsham/Crawley area which have previously been refused/on hold.

Cllr. Urquhart also commented that the WSCC Budget was being worked on and they were waiting on Government funding however other areas seemed to be deemed more in need than WSCC so this may not be forthcoming.

As part of her role as Cabinet Member for Environment & Climate Change she had recently visited a site dealing with leaky dams and gave a short explanation about this, she also said she was fully aware of the issues with parking on Water Lane.

No questions were asked of Cllr. Urquhart.

**9 F25/134 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllr. Cooper said he had nothing much to report this month and hoped that the two new councillors elected tonight enjoyed being part of the Planning & Infrastructure Committee. He also said he was sorry to not have been at Angmering's Remembrance Sunday but had commitments elsewhere.

He wanted to thank all those involved with the Bewley Road appeal and for the large attendance at the first day of the hearing. Fingers crossed as we move forward.

Cllr. Cooper said he was also fully aware of the parking issues on Water Lane and will be doing all he can to make this easier for those affected.

The next ADC Full Council meeting will be taking place on Wednesday 12 November at 6pm and will be available to view online.

Before finishing the conversation turned to the upcoming change in bin collections, due early next year. A short discussion took place regarding how general waste would be collected, what should go into the new food waste containers/bin, the new closed bin policy and that you can opt out of having a new bin. Cllr. Evans asked what the plan was for bins that would no longer be used, the Clerk agreed to look into this and report back. Cllr. Urquhart commented that coffee pods can now be recycled. Cllr. Cooper finished the discussion by saying this was an evolving project and he would give updates when known.

He reiterated that if anyone has any further questions, please email him at any time.

Both Cllr. Cooper and Cllr. Urquhart left the meeting at 20.07.

**10 F25/135 DEVOLUTION UPDATE & LOCAL GOVERNMENT REORGANISATION UPDATE**

The Clerk stated that she had no further updates.

Cllr. Evans commented on the WSALC meeting that he and the Chair attended saying that Katy Bourne spoke about cross border, bus services and rail transport issues. The Chair commented on the Sussex wide Major and gave the background to how this might work and how everyone will be made aware that this would happen in May 2026. It has been advised that a big campaign will start in January 2026.

**11 F25/136 BEWLEY ROAD APPEAL UPDATE**

The Chair wanted to extend an enormous thank you to everyone that put in so much work prior to the start of the inquiry:

- Katie Herr (Clerk) and Cllr. Sylvia Verrinder from APC
- Protect Farmland group but particularly Angela Collis, Jo Thompson, Lucy Todd
- All the residents who have put in objections, donated to the costs and attended meetings and the inquiry, truly inspiring.

She also thanked the legal team and experts who worked well with us and put together a fabulous case. We now await the Inspectors decision, due before 1<sup>st</sup> January 2026.

**12 F25/137 2024/2025 EXTERNAL AUDITOR REPORT**

The Chair thanked and congratulated the Clerk on a job well done.

The Clerk explained the audit process. Councillors were asked to view and note any recommendations made or action plan suggested within the External Auditors Report.

No questions were asked.

**13 F25/138 POTENTIAL APPLICATION FOR A TRAFFIC REGULATION ORDER (TRO) ON A280**

The Chair gave the background to this issue which relates mainly to noise and excessive speed. She explained the request was for the speed limit to be reduced from 60mph to 50mph. She also advised that to move this forward it would require Parish and local resident support, WSCC have already given their support. A discussion then took place.

After discussion it was agreed that APC are happy to give their support for this TRO to go to the next stage.

The next stage would require a public consultation if agreed to by WSCC. The Clerk will let the committee know the WSCC decision.

**14 F25/139 INTERNAL AUDIT REPORT 2025-26**

The Clerk advised that the interim audit took place in May this year. She explained what was looked at and what was noted. One was that the IT Policy should be on the council website, which it is now, and the fidelity guarantee was set at 1 million pounds, but the council had reserves/ear marked reserves of more than this. A discussion took place, and it was agreed that due to procedures already in place and the accounts used, the raising of the fidelity guarantee would be looked at when the insurance was due for renewal in September 2026.

**15 F25/140 COUNCILLORS STATEMENT OF ASSURANCE**

The Chair explained that the Improvement and Development Board has introduced a Councillor's Statement of Assurance to strengthen commitment to positive, supportive and respectful council environments. While councils can sign the Civility and Respect Pledge, councillors are encouraged to make a personal commitment through this statement. It is not a legal document but a public affirmation of values and conduct that promote effective, inclusive and fair meetings. All present agreed this would be a positive step for the council. Councillors were asked to complete and return the editable PDF form to APC as soon as possible.

**16 F25/141 LAPTOP SECURITY POLICY 2025**

The policy was put forward, no questions were asked.  
The following was therefore agreed:

Cllr. Bennett **PROPOSED** that the Laptop Security Policy 2025 was re-adopted for use by Angmering Parish Council. Cllr. Harris **SECONDED** and **ALL AGREED**

**17 F25/142 SAR RESPONSE POLICY**

The policy was put forward, no questions were asked.  
The following was therefore agreed:

Cllr. Verrinder **PROPOSED** that the SAR Response Policy was adopted for use by Angmering Parish Council. Cllr. Thompson **SECONDED** and **ALL AGREED**

**18 F25/143 COMMUNITY GRANT APPLICATIONS**

The 2025/2026 budget for Community Grants is £5,000.

No grants have been requested this month.

Thirteen grants have been awarded so far this year, leaving an available budget of £685.

**19 F25/144 2025/26 FINANCIAL REPORT**

The reports were presented, no questions were asked.  
Cllr. Marsh signed the reconciliations for October 2025.

**20 F25/145 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 reported on a visit she and Cllr. Evans had undertaken to Fairway Gardens to see what green initiatives the site is employing with a view to be more energy efficient when building new developments, such as solar panels and EV charging points – it was a very interesting visit.

**21 F25/146 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

The Planning and Infrastructure Committee:

Cllr. Evans commented that Cllr. Bicknell had raised an issue regarding children cycling/walking in the dark due to the change in season as well as messages appearing on Facebook regarding this. He then showed a glow in the dark key ring that he had been given at the WSALC meeting he had recently attended. He advised that he had requested 500 of the key rings so APC could distribute them to help people be seen in the dark. If it is possible for them to be donated to APC for distribution Cllr. Evans will let the committee know.

Governance & Oversight Committee – None.

**22 F25/147 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

The Chair concluded the meeting by referring to the Annual Plan and asked for suggestions of two to three questions with an aim to get more responses from Angmering residents. Councillors need to send their questions to the Clerk by close of business on Wednesday 12 November 2025.

**DATE OF NEXT MEETING**

The Committee's next meeting will be on **Monday 8 December 2025** at 7:30pm in the King Suite, Angmering Village Hall.

**The meeting concluded at 20:52**



  
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Chairman

Date.....8/12/2025