



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF THE ANGMERING PARISH COUNCIL HELD ON MONDAY 7 FEBRUARY 2022 AT THE ANGMERING VILLAGE HALL, KING SUITE

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

In Attendance: Tracy Lees (Committee Clerk) WSCC Cllr. Deborah Urquhart and 1 member 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; JEAAC - Joint Eastern Arun Area Committee; Sussex & Surrey Association of Local Councils – SSALC; Traffic Regulation Order – TRO. Angmering Flood Alleviation Scheme – AFAS.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	21/155	APOLOGIES FOR ABSENCE Apologies were received and approved for Katie Herr (Clerk), Cllr Lee Hamilton-Street, Cllr Paul Bicknell and ADC Cllr. Andy Cooper. Apologies were not received from Cllr. Mike Clayden.	
2	21/156	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Cllr. Verrinder declared a non-pecuniary interest regarding Item 11 as she is a Trustee of the Community Centre.	
3	21/157	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 10 January 2022 were agreed by all and signed by the Chair.	
4	21/158	PUBLIC CONSULTATION A comment was made regarding the re-application of the McCarthy Stone site which is proposed for the land where the former Chandlers BMW and Accident Repair Centre was located. A short discussion took place about the need for something to be decided and agreed for this site.	

Cllr. N Hamilton-Street reported on a letter that had been received regarding cycle paths and connections through the village. A discussion took place

including the various routes available and where the councillors felt routes needed to be linked up.

Also discussed was why there was no infrastructure policy regarding this, Cllr. N Hamilton-Street explained why this was.

Cllr. Urquhart commented that funding may be available and suggested now might be the right time to sit down and identify the missing links and put together a long term plan.

Cllr. N Hamilton-Street referred to the latest Community Survey and commented that there had been no mention of cycle routes.

Cllr. N Hamilton-Street will write back giving details on where the current routes are located.

Action: Letter to be written regarding cycle routes within Angmering

NHS

5 21/159 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:

- a) The attached report
- b) Any subsequent matters that have arisen since the agenda was set.

No questions were asked.

6 21/160 CHAIRMANS REPORT

The Chair invited questions, but no questions were asked.

7 21/161 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart commented that the final budget would be going to the next Full Council meeting for adoption and explained the proposed figures and reasons why they had been set.

The next phase of the Ash Die Back felling is due to take place soon.

WSCC jointly hosted an electric vehicle charging point meeting and reported on how this went.

She finished by commenting on Dappers Lane and possible new enforcements and what it might mean i.e. a potential camera installed but this would also need a bus lane and other possible options. The matter will be going out to consultation to look at what can be achieved. Cllr. N Hamilton-Street mentioned a meeting that she would be attending this week with the developer where this could be discussed.

Cllr. Urquhart left the meeting at 20:00.

8 21/162 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Apologies were received from our District Councillors and no reports given.

9 21/163 NEIGHBOURHOOD PLAN

There are no updates regarding the Neighbourhood Plan.

10 21/164 **COUNCILLOR CO-OPTION**

Cllr. N Hamilton-Street introduced Matthew Want to the committee and thanked him for putting himself 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 Matthew Want should be co-opted. The question was asked, all raised their hands in agreement and Matthew Want was officially co-opted.

Cllr. N Hamilton-Street then advised that there would be an induction plan and advised that the office would be in touch. The Acceptance of Office form was signed by Matthew Want and he was asked to join the meeting as a councillor.

11 21/165 **ELECTRIC CHARGING POINTS – ANGMERING COMMUNITY CENTRE**

This item was moved up the agenda so Cllr. Urquhart could take part in the discussions before she had to leave.

Cllr. N Hamilton-Street explained that as we are the landowner of the Community Centre this is why this item was on today's agenda.

A discussion took place including possible other locations and the requirement for the charging points needing to be available 24 hours a day. This was a concern as the Community Centre is closed at night.

Cllr. Urquhart commented that 24 hour access was a common problem in all areas which was hindering identifying suitable locations. She also encouraged APC/Community Centre to register an interest to have charging points as this is not a commitment at this time. She also mentioned the possibility of government grants.

Cllr. N Hamilton-Street then explained the decision that needed to be made and a vote was taken.

RESOLUTION: Cllr. R Evans **PROPOSED** that APC are happy for the Angmering Community Centre to register their interest in the scheme and would be happy for charging points to be located at the centre. Cllr. A Evans **SECONDED**, and **ALL AGREED**

Cllr. Reigate commented that this subject was also on the next agenda for the next Angmering Village Hall meeting.

12 21/166 **ANNUAL PLAN**

Cllr. N Hamilton-Street asked for any updates or comments which there were none. The plan will be re-looked at by Cllr. N Hamilton-Street and the Clerk who will put together a report on what items will be taken off, carried over, amended etc. along with a list of what has been achieved.

Cllr. R Evans explained the plan to Cllr. Want and why it was put in place.

A short discussion took place with comments being made regarding highlighting changes and an annual review for the Community Allotment.

13 21/167 COUNCILLOR IT

Cllr. N Hamilton-Street explained that viewing documents on the ADC Planning Portal was not possible from the IPADs but strangely on an IPHONE it could be done easily. This issue has been highlighted to ADC and she wanted to propose that this item be deferred to the March agenda to give ADC time to come back with an answer/solution as she felt this was important before any further decisions were made. All agreed.

Action: Add this item to the March agenda.

KH

14 21/168 STATE OF THE GREEN BY THE COMMUNITY CENTRE

Cllr. N Hamilton-Street explained why this had appeared on this agenda when it had already been considered at a CLEW meeting in October 2020. Nothing had been possible due to the COVID-19 Pandemic.

Cllr. N Hamilton-Street summarised the document and stated that the Office Team had tried many contractors to undertake the work, but no-one had come forward. Therefore the Office has proposed that filling in the holes and taking some time to see what happens would be something that could be done quite quickly. A discussion took place.

After discussion it was agreed that filling the holes was the best option to address the situation.

RESOLUTION: Cllr. Evans **PROPOSED** that the holes should be filled in. Cllr. Marsh **SECONDED, SEVEN AGREED, ONE DISAGREED AND ONE ABSTAINED.**

15 21/169 FINANCIAL RISK REGISTER/GENERAL RISK REGISTER UPDATE

Cllr. N Hamilton-Street asked if they were any questions on the document, none were asked, and all agreed.

16 21/170 LOST CHILD AND VULNERABLE ADULTS' POLICY – EVENTS

The policy was presented, and it was explained why it was needed. Questions were invited but none were asked.

RESOLUTION: Cllr. N Harris **PROPOSED** that Lost Child and Vulnerable Adults' Policy was adopted. Cllr. Reigate **SECONDED**, and **ALL AGREED**

17 21/171 COMMUNICATIONS POLICY 2022 UPDATE

The policy was presented, and it was explained what had been added in. Questions were invited and Cllr. A Evans had concerns regarding wording on page 4 and 6. A discussion took place.

After discussion it was agreed to change the wording as follows:

Original

Don't return fire

Always be polite, thoughtful and respectful. Do not engage in online disputes or get defensive. If a comment warrants a response from the Council, please bring it to the attention of the Parish Clerk.

Change to

Responses

Always be considered, polite, thoughtful and respectful. Do not engage in online disputes, (an offline discussion maybe more appropriate), or get defensive. If a comment requires a response online, consider discussing with the Chair and Parish Clerk.

RESOLUTION: Cllr. Want **PROPOSED** that communications Policy 2022 Update was adopted with the above changes. Cllr. Verrinder **SECONDED**, and **ALL AGREED**

18 21/172 HOME WORKING POLICY 2022 UPDATE

The policy was presented, and it was explained why it needed updating and that it related to staff.

Questions were invited but none were asked.

RESOLUTION: Cllr. Oldfield **PROPOSED** that Home Working Policy 2022 Update was adopted. Cllr. Reigate **SECONDED**, and **ALL AGREED**

19 21/173 BRANDING POLICY 2022 UPDATE

The policy was presented, and it was explained why it needed updating.

Questions were invited but none were asked.

RESOLUTION: Cllr. Marsh **PROPOSED** that Branding Policy 2022 Update was adopted. Cllr. A Evans **SECONDED**, and **ALL AGREED**

Cllr. A Evans commented it would be a good idea to discuss the possibility of a tag line/mission statement to go on parish council communications. He suggested using the letters APC and showing that it stood for Always Promoting Community.

A Zoom call to discuss was suggested and the Clerk will arrange this

Action: Set up a Zoom call to discuss the idea further.

KH

20 21/174 COMMUNITY GRANT APPLICATIONS

The 2021/2022 budget for Community Grants is £3,800.

Eight grants have been awarded now in 2021/2022 and this totals £3,110.00. No grants were requested this month therefore the remaining balance is £690.

Cllr. N Hamilton-Street asked councillors to actively promote the remaining grant pot.

Cllr. A Evans expressed an interest in visiting West Sussex Mind after their successful grant award. He will contact them to arrange a visit for himself and Tara Gambling, Office Administrator.

Action: Contact West Sussex Mind to arrange a visit and report back.

AE

21 21/175 2021/2022 FINANCIAL REPORT

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

Cllr. Reigate signed the reconciliations for January 2022.

22 21/176 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED
None.

23 21/177 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Planning and Infrastructure Committee – None.
- CLEW Committee – None.
- Governance & Oversight Committee – None.

24 21/178 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 7 March 2022** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 20:41

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Chairman

Date..... 07/03/2022