



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN ANGMERING VILLAGE HALL ON MONDAY 9 SEPTEMBER 2019

Present: Councillors John Oldfield (Chairman); Norma Harris; Alan Evans; Nikki Hamilton-Street (Vice Chairman); Lee Hamilton-Street; Mike Jones; Sylvia Verrinder, David Marsh, Paul Bicknell, Alison Reigate, Frank Carr and Sharlan Woodason.

In Attendance: Katie Herr, Clerk; Tracy Lees, Committee Clerk; District Cllr. Andy Cooper;

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	19/084	APOLOGIES FOR ABSENCE Apologies were received and approved from Cllrs. Rhys Evans; District Cllr. Mike Clayden; West Sussex County Councillor Deborah Urquhart.	
2	19/085	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Cllr. S Woodason has a non-pecuniary interest regarding agenda item 11, Chandlers Development.	
3	19/086	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 12 August 2019 were agreed by all and subsequently signed by the Chairman.	
4	19/087	PUBLIC CONSULTATION No members of the public were present.	
5	19/088	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 action list. For the Action List see Appendix 1. b) Any subsequent matters that have arisen since the agenda was set None. The Clerk asked if there were any questions, none were asked.	
6	19/089	CHAIRMAN'S REPORT Cllr. Oldfield reported that he had not attended any events since the last meeting and had nothing to report this month.	
7	19/090	REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR Cllr. Urquhart was not in attendance but had sent in email regarding stating that there were no updates regarding the Primary School/Library. A discussion then took place around different types of Libraries i.e. what services are offered in different locations.	

8 19/091 REPORT FROM THE ARUN DISTRICT COUNCILLOR

Cllr. Cooper commented that he had nothing to report but that he was pleased to hear the positive outcome for Pound Place.

The next Arun District Council (ADC) meeting will be on Wednesday 18 September and he will report back at the next Angmering Parish Councils (APC) meeting that he attends as he was aware that there are concerns over potential new processes that may be coming up in the future.

Cllr. Cooper then gave apologies for Cllr. Clayden who was unable to attend tonight's meeting.

Cllr. Cooper wanted to remind all Cllrs and the public that he was happy to answer any questions that they may have at any time.

Cllr. Cooper gave his apologies that he could not make next month's APC meeting.

Cllrs. Cooper left the meeting.

9 19/092 NEIGHBOURHOOD PLAN

Cllr. Oldfield thanked Cllr. Verrinder for all the work she had done on the Neighbourhood Plan so far. Cllr. Verrinder gave an update on the meeting that had taken place on Tuesday 27 August by reading out the minutes – **see Appendix 2.**

Cllr. Oldfield then asked if there were any questions. Cllr. N Hamilton-Street asked if there was date set for the briefing session by Action in Rural Sussex (AiRS) , Cllr. Verrinder advised not yet.

Cllr. Bicknell asked what the status was regarding the 'call for sites'. Cllr. Verrinder explained that the paperwork was being finalised and will be sent out to all Councillors for review. Comments will be invited before the document is finalised.

Cllr. Verrinder reported that she had attended a recent SSALC workshop which has proved to be very useful and she learnt a lot. Cllr. Verrinder then explained what Sussex & Surrey Associations of Local Councils (SSALC) was to our new Councillors, Cllr. Reigate and Cllr, Carr.

AiRS will be giving a briefing to all Councillors to enable them to be able to answer questions from the public. A discussion took place. Cllr. Verrinder commented that members of the public will be asked to join working groups and that a least two Councillors will be needed per group. Cllr. Bicknell asked about timings, Cllr. Verrinder commented that hopefully this would happen by the end of the year.

10 19/093 INSURANCE QUOTE FROM ECCLESIASTICAL

Cllr. Oldfield asked if anyone had any questions regarding the quote.

Cllr. A Evans asked a question regarding the 7-day backup for IT. Cllr. L Hamilton-Street asked a question referring to page 10 re accidental bodily injury. The Clerk will clarify both points and report back as soon as possible. The Clerk also confirmed that the quote was within budget.

Subject to the both the above points being answered satisfactorily it was suggested that the quote was accepted.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that the insurance quote be accepted, Cllr. Woodason **SECONDED** and **ALL AGREED.**

11 19/094 CHANDLERS DEVELOPMENT

Councillor Oldfield updated members on the current situation.

There had been concerns that the slowdown in the building rate nationally and in Arun could affect the ability of this Council to meet the annual repayment on the loan required for this project. However, information recently obtained from Arun

District Council indicates that, in the current year up to July, 285 new occupations had already been registered in Angmering. It is clear, therefore, that the necessary increase in precept would be reached before the first annual instalment on the loan became due.

There is concern, however that the Planning Permission for the development on the north side of Mayflower Way is stalled. Arun officers are raising issues which, unless satisfied, could affect the viability of the development. Under this project, Angmering Parish Council is to receive £250,000 from the developer for the Granting of a Rights of Way. As reported to Council on Monday 13 May 2019 this sum forms a substantial proportion of the Council's financial contribution to the Chandlers Project. Cllr Oldfield has written to Arun District Council with suggestions on how the issues could be resolved but the situation remains unclear.

The draft Agreement between the Council and the Chandlers developer is currently with our solicitors and their report on it to us is awaited. We are being pressed by the developer for our signature to the Agreement, but it is considered that the financial risk to our Council would be too great to give this before Planning Permission for the Mayflower Way project is granted. The Council have incurred no costs so far on the Chandlers project and our solicitors have advised that there would be no financial penalty in delaying signing the Agreement.

We will advise the developer of the situation and keep members informed.

12 19/095 HOOTSUITE – MANAGING SOCIAL MEDIA

The Clerk explained how the system worked and that she hoped this would enhance how APC communicate with everyone by different means, for example: Twitter, Instagram, Facebook.

Cllr. N Hamilton-Street commented that she has used this system before and gave an overview of how it had worked in her previous workplace. A discussion took place.

Cllr. L Hamilton-Street commented that he feels posts from APC are now being seen more and responded to and this system should only help improve this.

It was suggested that after the one-month free trail APC should sign up for a twelve-month contract as long as there were no issues.

RESOLUTION: Cllr. A Evans **PROPOSED** that a twelve-month contract is taken if the one-month trail is successful , Cllr. Bicknell **SECONDED** and **ALL AGREED**.

Action: Sign up to initial one-month free trail and if successful sign a twelve-month contract.

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15 19/096 COMMUNITY GRANT APPLICATIONS

No applications for grants have been received.

The APC Office have a large sign in the window advertising that APC give grants and a Facebook post has been uploaded.

16 19/097 2019/2020 FINANCIAL REPORT

Statements of the Bank Account Balances and Loans Outstanding as at 31 August 2019 were presented.

- Income and Expenditure compared with the Revised Budget, for the period to 31 August 2019.
- Lists of cheques and other payments for August 2019.
- Bank reconciliation for August 2019.

The Clerk asked if there were any questions re the statements. None were asked on the night. The Clerk explained that Cllr. R Evans had asked some questions prior to this meeting that had been answered and accepted.

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The Clerk explained that some issues had occurred within the accounting system with regards to the coding of items. This was being looked at but would not affect the bottom line.

Cllr. Bicknell asked if an account at the Co-Op could be an option.
Action: APC Office to investigate and report back.

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The Bank reconciliation was signed by Chairman.

17 19/098 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

No questions were asked.

18 19/099 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 20 August 2019 – None.
- CLEW Committee meeting held on Wednesday 28 August 2019 – None.
- Governance & Oversight Committee held on Wednesday 7 August 2019 – None.

19 19/100 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 held in the Kings Suite, Angmering Village Hall on Monday 14 October 2019 at 19:30.

The meeting concluded at 20.15


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Chairman

Date... 14/10/19 -