



Established 1894

## Angmering Parish Council

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### MINUTES OF THE OF ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 9 NOVEMBER 2020

**Present:** Councillors Nikki Hamilton-Street (Chair), Mike Jones, Alison Reigate (Vice Chair), Rhys Evans, Lee Hamilton-Street, Norma Harris, Alan Evans, David Marsh, John Oldfield, Suzanne Howland and Paul Bicknell

**In Attendance:** Katie Herr (Clerk), Tracy Lees (Committee Clerk), District Cllr. Andy Cooper and three members of the public

**Acronym:** Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – CLT; Housing, Transport & Planning Committee – HTP; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; JEAAC - Joint Eastern Arun Area Committee; Sussex & Surrey Association of Local Councils – SSLAC.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	20/121	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Sylvia Verrinder, West Sussex County Cllr. Deborah Urquhart and District Cllr. Mike Clayden.	
2	20/122	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. N Hamilton-Street advised that advice had been sought from SSALC and any councillor that holds a share for Angmering CLT should declare this at this meeting as a non-pecuniary interest in Item 10. However due to the nature of the CLT membership councillors are still able to vote on this item.  The following councillors stated a non-pecuniary interest: Cllrs. N Hamilton-Street, M Jones, J Oldfield, D Marsh, L Hamilton-Street, P Bicknell, R Evans, N Harris and A Evans.  No other pecuniary or non-pecuniary interests were made.	
3	20/123	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 12 October 2020</b> were agreed by all and will subsequently be signed by the Chair.	

Cllr. N Hamilton-Street stated she would speak to the Clerk regarding confirming voting numbers on a few agenda points.

**4 20/124 PUBLIC CONSULTATION**

A member of the public commented that at the last meeting there had been no progress on the Neighbourhood plan and as it was on the agenda again today could the committee advise what the trigger was for work to be started and was the Parish by anyway disadvantaged by the lack of momentum.

Cllr. N Hamilton-Street confirmed that APCs current Neighbourhood plan was fully adopted and recognized by ADC. She also went on to explain what was holding it up. This was mainly the governments white paper on Planning for the Future and APC wanted to see what the possible impact would be for Local and Neighbourhood plans going forward. APC did not want to waste funds by continuing with the Neighbourhood plan at this stage and wanted to hold off to see the recommendations. It is understood that in late 2020 or early 2021 information should be available to help steer APC to be able to make sure APC have an accurate and updated plan as possible.

The Clerk went onto advise that a Parish workshop/briefing would be taking place on Monday 16 November 2020. This was being held by ADC and would cover Local Plan Review - process and timetable updates and Guidance re Neighbourhood planning amongst other things. This would be attended by the Clerk and Cllr. N Hamilton-Street.

Training on how to use the Neighbourhood Plan in planning applications has also been arranged for all councillors.

Another member of the public then introduced himself and advised that he was attending tonight's meeting with a view to becoming a Councillor.

**5 20/125 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:**

- a) The action list.  
For the Action List see **Supporting Papers**
- b) Any subsequent matters that have arisen since the agenda was set.  
None.

The Clerk talked through the supporting papers and advised that no updates were needed. No questions were asked.

Cllr. Bicknell asked for clarification on the use of the path within Mayflower Park and was cycling on the path allowed. The Clerk commented that she understood that this was a dual use path, therefore cycling was allowed however she would check and report back.

Action: Check if the pathway in Mayflower Park was designated as dual use and if cycling was allowed. Report back at the next meeting of this committee.

KH

**6 20/126 CHAIRMAN'S REPORT**



Cllr. N Hamilton-Street asked if there were any questions or comments regarding her report. None were asked.

Cllr. N Hamilton-Street advised the committee that the Community Survey was launched today and runs until Monday 23 November 2020. APC had already received 54 responses with a 100% completion rate (by the time this meeting had finished a total of 64 responses had been received). She went on to thank everyone involved for making this survey possible.

Congratulations were given to the office for their Remembrance window. Cllr. N Hamilton-Street also commented on the posts on Facebook regarding the 100 year anniversary of the war memorial in the village square and the wreaths laid on Remembrance Sunday. She advised that a few comments had been made by the public on Facebook that APC should have held an event, but she felt that the right decision had been made due to the current situation with Covid-19.

**7 20/127 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart was unable to attend the meeting and no report had been submitted. No questions were asked.

**8 20/128 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllrs. Andy Cooper also congratulated APC on their Remembrance window and said it was a fitting tribute. He also commented that it had been a difficult day with all the rules that had to be followed due to Covid-19, but it was a privilege for him to be able to lay a wreath in the square. He also thanked the Committee Clerk for the correspondence he had received about the arrangements for the day and keeping him up to speed.

He advised that there was nothing to report from ADC and that a new date for the Angmering Advisory Meeting was still to be set. A Full Council meeting will be taking place on Wednesday 11 November at 6pm and should be an interesting meeting.

As always, he is very happy to take questions from councillors and the public at any time. No questions were asked at this meeting.

Cllr. N Hamilton-Street wanted to reiterate on behalf of APC Cllr. Coopers support in attempting to re-instate that Angmering Advisory Group meeting and highlighting the importance of it.

Cllr. Cooper left the meeting at 19.21.

**9 20/129 NEIGHBOURHOOD PLAN**

As already mentioned at the start of this meeting the Neighbourhood Plan was still currently on hold.

Cllr. N Hamilton-Street reminded all Councillors of the Neighbourhood Plan training that had been arranged and asked that those that had not already done so contact the Clerk to confirm their attendance.

**10 20/130 COMMUNITY LAND TRUST – DEED OF VARIATION**

Cllr. N Hamilton-Street introduced this item and welcomed two members of the public from the CLT that had joined this meeting to discuss this item.



She advised the committee had all been sent a large number of documents by the Clerk which should have been read prior to this meeting. She then went on to advise how this item would be conducted:

- The two members of the CLT would be invited to highlight the key points from their perspective to the committee.
- If there were then questions for the CLT or the Clerk, the opportunity would then be given to ask them.
- A debate could then take place on how this item was moved forward on the decisions that needed to be made.

The CLT representative started by thanking the committee for giving them an opportunity to provide a status report and advised that Crayfern Homes had started clearance work on their land on the north side of Mayflower Way today and should be seen as an encouraging sign. A time scale is being sought for Crayfern Homes pre-commencement works.

The CLT representatives then went onto to give their status report. A long discussion then took place.

*During the discussion Cllr. Oldfield experienced technical difficulties resulting in him having to leave and re-join the meeting at several points.*

At the end of the discussion the following 2 decisions needed to be agreed:

1. APC need to agree to the Deed of Variation to allow the building of part ownership properties as well as affordable rent. Presently there are 12 affordable rents, and the proposal is to reduce this to 8 affordable rents and 4 affordable shared ownerships.

Cllr. Bicknell **PROPOSED** that no shared ownership was to be allowed, i.e. he disagrees to the Deed of Variation to allow the building of part ownership properties as well as affordable properties. This was **SECONDED** by Cllr, L Hamilton-Street, 2 in **FAVOUR** (Cllr. Bicknell, proposer and Cllr. L Hamilton-Street, seconder), **7 AGAINST** and **2 ABSTAINING**.

*During the voting Cllr. N Hamilton-Street and Cllr. L Hamilton-Street experienced technical difficulties resulting in them having to leave and re-join the meeting.*

Cllr. Marsh **PROPOSED** to agree to the variance to allow the CLT to build part ownership properties as well as affordable rents. This was **SECONDED** by Cllr. R Evans, 7 in **FAVOUR** (including Cllrs. Marsh and Evans), **1 AGAINST**, **2 ABSTAINING** and **1 NO VOTE**.

**RESOLUTION:** Cllr. Marsh **PROPOSED** to agree to the Deed of Variation, Cllr. R Evans **SECONDED**, **7 AGREED**, **1 AGAINST**, **2 ABSTAINING** and **1 NO VOTE**.



2. Cllr. N Hamilton-Street advised that there would be an additional charge from Solicitors to draw up and change the Deed of Variation and that a decision needed to be made if this cost should be passed to the CLT or if APC are prepared to pay some or all of the costs.

Before the decision was made the CLT representative spoke on this matter and stated they had no idea how much the legal costs may be but if they were too much then they would probably not be able to finance them. A short discussion took place. After discussion, the Clerk proposed that more information should be sought on the final costs involved and suggested that the vote be postponed until further information was available.

**RESOLUTION:** Cllr. A Evans **PROPOSED** that further information should be sought on costs before a decision could be made on who should cover the cost and therefore postpone the decision, Cllr. Jones **SECONDED** and **ALL AGREED**.

Cllr. N Hamilton-Street thanked the two CLT representatives and said she hoped we could all find a way of getting through this together so this project could progress.

The two CLT representatives left the meeting.

**11      20/131    DEED OF VARIATION – A/99/17/OUT**

Cllr. N Hamilton-Street explained the background and why this was now needed as the land swap was no longer going to happen as WSCC could fit the proposed primary school on land they already own.

APC want to put this money towards other projects, therefore if APC do not go for a Deed of Variation the money would remain with the developers and would not be able to be used for other purposes in Angmering.

Therefore it was proposed after conversations with the Planner at ADC and the Developers for South of Water Lane to put forward a variation for the £190,000.00 to be put towards other projects in Angmering.

Two decisions needed to be made:

1. To agree that the Clerk can go ahead and work on a Deed of Variation for the 106 funding to South of Water Lane.

**RESOLUTION:** Cllr. Oldfield **PROPOSED** that the Clerk should work on a Deed of Variation to South of Water Lane, Cllr. Harris **SECONDED** and **ALL AGREED**.

Action: The Clerk to work on the Deed of Variation.

KH

2. APC need to be specific on what projects need to be put forward, current projects put forward are the redevelopment of the play park at the Community Centre and the addition of a multi-use games area located either at the Community Centre or in



Mayflower Park and could be subject to the 106 variation on this site.

A discussion took place, and it was suggested that the Clerk should investigate the cost implications for the play park and the multi-use games area within Angmering.

**RESOLUTION:** Cllr. Marsh **PROPOSED** that the Clerk should investigate the cost implications for the play park and the multi-use games area in Angmering, Cllr. R Evans **SECONDED** and **ALL AGREED**.

Action: The Clerk to investigate and report back.

KH

12      20/132      **ST NICHOLAS GARDENS – VEGETATION REDUCTION WORKS**

Cllr. N Hamilton-Street explained that at a recent meeting it was discussed that APC would be looking at getting this site onto a regular maintenance plan. The Clerk talked through the supporting paper and the work needed to be done along with the costs. A discussion took place.

After discussion, the following was proposed:

Cllr. Bicknell **PROPOSED** option 1 which involved removing the waste from the site however **NO ONE** was in agreement.

**RESOLUTION:** Cllr. Marsh **PROPOSED** option 2 which allowed for the waste to be left on site, chipped and spread within the shrub beds, Cllr. Jones **SECONDED** and **ALL AGREED**.

The next item was regarding the proposed annual maintenance plan and was agreed as follows:

**RESOLUTION:** Cllr. Bicknell **PROPOSED** option 3 which allowed for an annual maintenance plan, Cllr. A Evans **SECONDED** and **ALL AGREED**.

The final item was regarding the felling of the tree stump and moving it to a suitable location within the gardens to create an ecological feature.

**RESOLUTION:** Cllr. Jones **PROPOSED** the tree stump should be felled and moved to a suitable location within the gardens, Cllr. Bicknell **SECONDED** and **ALL AGREED**.

Action: Instruct the company of the committees' resolutions and arrange for work to be started.

TL

13      20/133      **RESPONSE TO WEST SUSSEX ALC VALUE FOR MONEY SURVEY**

The agenda for the upcoming WASALC AGM was shared with the committee and it was confirmed that Cllrs. N Hamilton-Street and Reigate would be attending the AGM on APCs behalf.



Cllr. N Hamilton-Street explained that various proposals were being put forward at the AGM and needed to know how the committee would like them to vote on the resolutions. Cllr. N Hamilton-Street then gave an overview of the current situation and talked through the resolutions proposed. The Clerk commented that these issues had taken up an extreme amount of Clerks time over that last few weeks and gave her thoughts on the situation.

Questions were invited but none were asked.

**RESOLUTION:** Cllr. N Hamilton-Street **PROPOSED** that Cllrs. N Hamilton-Street and Reigate could vote on behalf of APC to agree to the amendments, Cllr. A Evans **SECONDED** and **ALL AGREED**.

Action: Report back at the December on how the resolutions went.

NHS

14      20/134      **UPDATED RISK REGISTER**

Cllr. N Hamilton-Street explained that this was presented at last weeks Governance meeting and some amendments were made which she then talked through. For ease the document was shared on screen by the Clerk.

Questions were invited but none were asked.

15      20/135      **COMMUNITY GRANT APPLICATIONS**

One grant application had been received in time to be heard at this meeting.

An application for a grant has been received from **Angmering In Bloom Association** for the sum of £453.60. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £453.60 should be given.

**RESOLUTION:** Cllr. Jones **PROPOSED** that a sum of £453.60 was granted to Angmering In Bloom Association, Cllr. Reigate **SECONDED** and **ALL AGREED**.

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year after this grant has been given is £1,686.40.

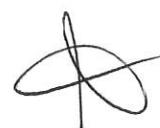
16      20/136      **2020/2021 FINANCIAL REPORT**

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

Cllr. Reigate agreed to sign the bank reconciliation for October 2020 and will attend the APC Offices to sign the reconciliation as this is a virtual meeting.

17      20/137      **QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS**

Cllr. R Evans spoke about the Rampion Wind Farm Zoom Meeting regarding phase 2 that he had attended. He gave an overview of what had been



discussed and the areas it might affect and the timelines. He also mentioned the opportunity for community grants.

The Clerk gave an overview of a report she had received via Cllr. Harris regarding the Twinning Association.

**18 20/138 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

- The Housing, Transport & Planning Committee meeting held on Tuesday 3 November 2020 via Zoom – None.
- CLEW Committee – held on Wednesday 28 October 2020 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 4 November 2020 via Zoom – None.

**20/139 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 virtual meeting on **Monday 14 December** at 19:00 via Zoom.

**The meeting concluded at 20:54.**



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Chairman

Date.....15/12/2020.....