



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 9 DECEMBER 2024 AT THE ANGMERING VILLAGE HALL, KING SUITE

Present: Councillors Nikki Hamilton-Street (Chair), Sylvia Verrinder, Alison Reigate (Vice Chair), Alan Evans, Carey Bennett, Paul Bicknell, Matthew Want and David Marsh

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), WSCC Cllr. Deborah Urquhart and ADC Cllr. Andy Cooper

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	24/136	APOLOGIES FOR ABSENCE Apologies were received and approved for Cllrs. John Oldfield and Norma Harris	
2	24/137	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None.	
3	24/138	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 11 November 2024 were agreed by all and signed by the Chair.	
4	24/139	PUBLIC CONSULTATION No members of the public were present and no questions were sent in.	
5	24/140	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 regarding her report, none were asked. She then went on to update the committee on the visit from Angmering's PCSO earlier in the day. The PCSO, Barry Bastable, advised that he would be spending more time in Angmering in the new year and also offered to meet up with Councillors for a walk round if this would be useful.	

Councillors were requested to contact the office to arrange a date & time if this is something they would like to do.

24/141

CHAIR'S REPORT

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The Chair asked if there were any questions regarding her report, none were asked. The Chair then went on to report that APC had been successful in applying for an ADC Shared Prosperity Fund grant for a new Pump Track and additional benches in Mayflower Park. APC will need to fund some of the project and the Clerk explained where this would come from within the budget. Work needs to be completed by the end of March 2025 so a contractor will need to be appointed ASAP.

Angmering @ Christmas was discussed and it was reported that a large amount of positive comments had been received. The Chair thanked everyone that helped with the event and stated this was the biggest turnout ever with over 1,500 in attendance. Specific thanks was made to Tracy Lees for all her hard work on the event.

The Chair reported that she and the Clerk had met with officers from ADC and members of ASRA re the proposed new Sports Hub. The next steps were discussed and it had been suggested that the start date for the project would be in the spring of 2026 (this is subject to planning/funding agreement).

APC had been invited to attend a meeting at East Preston Parish Council (EPPC) office along with Kingstons Parish Council to discuss the issues being faced as the Roundstone train crossing gates in East Preston. A traffic survey that was originally undertaken in 2015 has been recommissioned as complaints about the time taking to cross the railway have dramatically risen. The Chair requested at the meeting that EPPC ask their consultants if it would be possible to include the crossing at Angmering Station and the Blue Star roundabout. Once known if this is possible and if yes the cost involved and further information will be brought to the next meeting of this council for consideration and to decide how to move forward.

REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

24/142

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Cllr. Urquhart started by congratulating APC on the Angmering @ Christmas event and stated how much she had enjoyed it.

The mentioned invitations had been sent out to attend an on line briefing regarding WSSC Flooding Roles and Responsibilities, the Clerk will attend for APC.

The Reuse shop was now open at the recycling centre in Worthing and Cllr. Urquhart invited everyone to visit to see how it was working.

It was reported that 40 thousand road defects had been repaired and WSSC were up to date with all the reported pot holes. WSSC had also attended/cleared 43 thousand drainage and gutter issues.

Cllr. Urquhart reported that the street light in Dappers Lane was indeed put in the wrong place and will be moved however she could not currently give a time line for this.

The Chair commented that she felt the WSCC online reporting tool was not working correctly as queries/reporting did not seem to be going to the correct departments for action. A discussion took place and her comments would be fed back to the team responsible for the reporting tool.

Cllr. Urquhart finished by saying that while traveling down Station Road she had some concerns over the trees lining the road especially after Storm Bert. She reported her concerns, the trees were looked at and some non-urgent remedial work is needed. The trees would be reviewed again in 2025.

8 24/143 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper started by saying how well he thought the Angmering @ Christmas event had gone and congratulated the team on obtaining the grant for the Pump Track and Benches as these grants were not easy to get.

He reported on the meetings he was planning to attend in the coming weeks, that £6 million had now been approved for the new Bognor Regis Theatre project and that he would be pushing for a clear start date for the proposed Sports Hub.

Cllr. Cooper also mentioned that he was aware of the Swallows Gate planning issues and that he was doing what he could to help with the situation.

No questions were asked and both Cllr. Cooper and Cllr. Urquhart left the meeting at 19:58.

9 24/144 GENERAL RISK REGISTER & FINANCIAL RISK REGISTER

The Chair advised that all changes had been highlighted in yellow. She then asked if there were any questions, none were asked.

10 24/145 VOLUNTEER POLICY 2024

The Clerk talked through changes which were highlighted in yellow and what had been added to the policy. No questions were asked and the following was agreed:

RESOLUTION: Cllr. Want **PROPOSED** that the changes were approved and the Volunteer Policy was readopted. Cllr. Verrinder **SECONDED** and **ALL AGREED.**

11 24/146 BUSINESS CONTINUITY PLAN 2024

Questions were invited regarding the updates to the plan. Cllr. Want asked about adding in something to cover a Pandemic, the Chair pointed out where this was referred to and Cllr, Bicknell commented that he felt that allotments needed to be included within this plan, the Clerk has added this to the plan.

RESOLUTION: Cllr. Bicknell **PROPOSED** that the changes were approved and the Business Continuity Plan was readopted. Cllr. Bennett **SECONDED** and **ALL AGREED.**

12 24/147 COMMUNICATION STRATEGY 2024



Handwritten initials/signature

The Chair gave the full rationale for why this committee was looked into and as a result found it was no longer required within the current structure of the council. A lengthy discussion took place. Cllr. Bicknell asked about the process for reporting issues with Twittens within Angmering, the Clerk reminded him of the process and that twittens could be reported direct to the office, WSCC or PROW Team. Cllr. Reigate, current Chair of the CLEW Committee, gave her thoughts for supporting the closure of this committee. Her comments were that meetings were now only held quarterly due to the lack of agenda items and she personally felt that there was now no need for

16 CLEW COMMITTEE – ITS CONTINUATION 24/151

RESOLUTION: Cllr. Marsh **PROPOSED** that the wording put forward was approved for the LGPS Discretions Policy. Cllr. Want **SECONDED** and **ALL AGREED.**

After discussion the following was agreed:

“Angmering Parish Council does not consider contributions towards addition pension contributions to be an essential part of its employment strategy. The Parish Council will not exercise this option.”

The below wording would be added to the discretions policy.

The Clerk explained she had attended a training course on this subject and also read out the minute from the recent Governance Committee meeting. She also explained why this policy needed to be looked at and what documents she had looked at for comparison, a short discussion took place.

15 LGPS DISCRETIONS POLICY 2024 24/150

RESOLUTION: Cllr. Bicknell **PROPOSED** that the changes were approved and the Information Security Incident Policy was readopted. Cllr. Evans **SECONDED** and **ALL AGREED.**

agreed:

There were no comments or questions asked therefore the following was

14 INFORMATION SECURITY INCIDENT POLICY 2024 24/149

RESOLUTION: Cllr. Verrinder **PROPOSED** that the changes were approved and the Publication Scheme was readopted. Cllr. Reigate **SECONDED** and **ALL AGREED.**

agreed:

There were no comments or questions asked therefore the following was

13 PUBLICATION SCHEME 2024 24/148

RESOLUTION: Cllr. Want **PROPOSED** that the changes were approved and the Communications Strategy was readopted. Cllr. Evans **SECONDED** and **ALL AGREED.**

Angmering, the following was agreed:

After discussion, which included Cllr. Bennett commenting that he felt the electronic board in the office window works very well and Cllr. Want saying the Community Networking meetings supported communication within

this meeting to take place as everything could be dealt with at Full Council. This gave the opportunity for all councillors to be involved in decisions and working groups could be formed if required.

The Clerk stated that reports from the Office Manager and Vice-Chair could always be included in the meeting agenda in order to keep people informed and updated with regards to previous CLEW related items.

Councillors agreed this was the best way forward and therefore the following was agreed:

RESOLUTION: Cllr. Reigate **PROPOSED** that the CLEW Committee be dissolved. Cllr. Marsh **SECONDED** and **ALL AGREED**.

The last meeting of the CLEW Committee will take place on Thursday 1 May 2025.

17 24/152 BIKE TRACK/PLAY ROAD FOR TODDLERS AT MAYFLOWER PARK

The Chair talked through the supporting paper and reconfirmed the amount of the grant that will be received for this project. She also confirmed the monies needed to be put in by APC would mainly come from a current budget line and the remainder from EMR.

The feedback from an ongoing survey had shown that facilities for younger children should be added to Mayflower Park. The proposed track would be suitable for younger children and would be a great stepping stone to the BMX Track and Skate Bowl.

Final drawings will be shared with everyone and information put out on our social media when the design has been confirmed and the start date known.

After a short discussion the following was agreed:

RESOLUTION: Cllr. Want **PROPOSED** to go ahead with the project and to spend the remainder of this years budget line for Mayflower Park with the balance coming from the EMR for Mayflower Park. Cllr. Evans **SECONDED** and **ALL AGREED**.

18 24/153 COMMUNITY GRANT APPLICATIONS

The 2024/2025 budget for Community Grants is £5,000. Eight grants have been awarded so far this year, leaving an available budget of £2,665.00.

No grant requests were received this month.

19 24/154 2024/2025 FINANCIAL REPORT

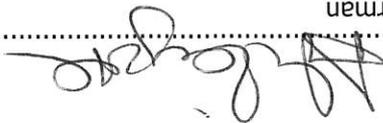
The reports were presented, no questions were asked. Cllr. Evans signed the reconciliations for November 2024.

20 24/155 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED

None.

21 24/156 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

Chairman


 Date: 13/11/2025

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

22 24/157 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 13 January 2025 at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 20.30.