



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN ANGMERING VILLAGE HALL ON MONDAY 10 FEBRUARY 2020

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

In Attendance: Katie Herr, Clerk; Tracy Lees, Committee Clerk, District Cllr. Andy Cooper, West Sussex County Cllr. Deborah Urquhart and 5 members of the public were present

Acronym: Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Public Space Protection Order - PSPO; Form Entry - FE; Angmering Community Land Trust – CLT, Housing, Transport & Planning Committee – HTP, Community, Leisure, Environment & Wellbeing Committee – CLEW, Neighbourhood Plan – NHP.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	19/177	APOLOGIES FOR ABSENCE Apologies were received and approved from Cllr. Frank Carr and District Cllr. Mike Clayden.	
2	19/178	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. No declarations of Pecuniary or Non-Pecuniary interests were received.	
3	19/179	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 13 January 2020 were agreed by all and subsequently signed by the Chairman.	
4	19/180	PUBLIC CONSULTATION A member of the public representing Honey Lane Residents Association informed the committee of the petition that the residents had advertised two days ago, and that they already had 120 signatures. They have also put up posters and distributed flyers. The member of the public reported that there were strong feelings about the lane and its present state, particularly regarding flooding. They reported that the residents had already spent £20k of their own money on trying to repair the lane over the years. The member of the public requested that the proposed work to Cow Lane was put on hold until the works needed for Honey Lane were known. They are happy to share	

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their engineering plans with APC. An overview of the conversations had with ADC was also given. The member of the public finished by thanking the committee for listening. A long discussion then took place.
After the discussion 2 members of the public left the room.

Another member of the public raised the question regarding the lack of police presence in the village. A comment was made regarding the published figures for Stop and Search as Angmering looks as if it was not getting its proposed allocation of searches. A comment from the Police was requested. A discussion then took place including a question on how many police officers will be put in place. Cllr. N Hamilton-Street commented that the number was unknown.

Action: APC Office to pass on the question to the Police and request a response.

Clerk

Cllr. R Evans commented that in advance of the Chief Inspector attending a future committee meeting a set of questions should be submitted beforehand. All agreed this would be a good idea.

Cllr. Verrinder asked how close APC were to launching the Resilience Plan especially in the light of the Corona Virus. Cllr. L Hamilton-Street commented that the plan had always been in existence it had just gone through a review so was ready to be activated if needed.

The conversation then turned to parking issues and the possibility of having double yellow lines installed outside Quite Waters as concerns were being raised regarding cars parking on the road outside houses which could cause obstructions. The same point was made regarding areas in Bramley Green and various other points around the village. Cllr. Oldfield confirmed that APC were aware, Cllr. Urquhart confirmed that WSCC were also aware and went onto explain the process behind requesting the installation of yellow lines. Cllr. Bicknell suggested that APC approach the developer to ask if they would fund the installation of yellow lines.

Action: APC Office to approach developer and ask the question.

Clerk

5 19/181 **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 regarding the action list, none were asked.

The Clerk then went on to report on the meeting she and the Office Manager had had with Chandlers regarding the upkeep of the site. It has been agreed that a small number of cars from local businesses in the village centre will be allowed to park in the car parking area. This will be a temporary arrangement until a final decision on the site is made.

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The area will be tidied up by Chandlers i.e. removal of hanging pipes etc. The APC Groundsman will be visiting the site once a week to keep the weeds and rubbish under control.

6 19/182 CHAIRMAN'S REPORT

Cllr. Oldfield talked through his report, see **Appendix 2**.

Cllr. N Hamilton-Street gave an update on the No.12 bus and the possibility of a year's trial. A full report will be given when all information is gathered as APC have to demonstrate that there is a need for this service as it will incur considerable cost.

Cllr. A Evans gave an update on the Terracycle project. Two full boxes have been collected from the Community Centre and the APC Office with 95% of items able to be recycled. This is an excellent result. Both junior schools have been given wheelie bins to collect recyclable items.

7 19/183 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart reported that she had held a preliminary meeting with the WSCC Youth Cabinet who are very keen to get involved on the Green Climate Change agenda with recycling in schools being one of their big issues. They will also be organising some beach clean ups this year. Cllr. Urquhart requested that details be sent to her regarding the Terracycle project as it seems to be a success and she will share with the Youth Cabinet as this may be able to be rolled out further.

Action: Share information on the Terracycle project.

**Cllr. A
Evans**

All Household Recycling sites now all require ID to use them.

Regarding the Corona virus, Public Health will inform the relevant authorities and what actions need to be taken.

There will be a full Council meeting this Friday, 14 February, one of the items being discussed will be the budget and what areas will be invested in. Two areas of investment will be Children Services and the Fire Service. The Council Tax increase will also be discussed and what the increase will be going towards.

A number of fires have been reported due to washing machines and particularly tumble driers most of which are on a list of recalls. The message is to register your appliance when purchased so you can be informed if a fault is found. Three fires have occurred in the last week. APC Office have posted a warning on their Facebook page and will do so again.

Action: Re-post warning of Facebook.

APC

8 19/184 REPORT FROM THE ARUN DISTRICT COUNCILLOR

Cllr. Cooper updated the committee that it had been resolved at the last Full Council meeting to move from a Cabinet to a Committee Structure. It won't be implemented for approximately 17 months. The vote in favour was approximately 24 to 20 against.

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A budget meeting is scheduled for Wednesday 19 February 2020 where the council will consider an increase to the precept for the district. Also, the Cabinet will be looking at the final PSPO which should include Angmering. This will also take place on the 10 February.

Emails have been received from a local Angmering resident regarding the Chandlers site. Cllr. Cooper has responded as best he can with as much information as possible, the application should be being considered in April 2020.

Regarding Police in the local area, Cllr. Cooper suggested that it may be prudent for someone to attend the JEACC meeting on Tuesday 17 March 2020.

Cllr. Cooper commented that the No. 12 bus was a major success for Rustington and was behind the proposal and hoped it could be moved forward.

9 19/185 NEIGHBOURHOOD PLAN

Cllr. Oldfield explained what had happened so far including the two public meetings that had taken place on Thursday 23 January and Saturday 8 February 2020. Over 80 residents had attended the meetings with 11 residents wanting to serve on the working parties.

Cllr. Oldfield thanked all Councillors and staff for attending the sessions.

The CLT have sent out the Housing Needs survey to every household in Angmering. The response date is Saturday 29 February 2020. The survey applies to everyone in the village and everyone is encouraged to complete and return it in the pre-paid envelope.

The 'Call for Sites' closes on Tuesday 31 March 2020.

10 19/186 TERMS OF REFERENCE – NEIGHBOURHOOD PLAN STEERING COMMITTEE AND WORKING GROUPS

Cllrs. L Hamilton-Street and N Hamilton-Street had questions regarding the following points: 3.4, 3.9, 3.10, 4.2 and 4.4. A discussion took place and all corrections were agreed.

It was agreed by all that Terms of Reference were adopted.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that the Terms of Reference be adopted, Cllr. Reigate **SECONDED** and **ALL AGREED**.

Action: Agreed corrections to be made to the document.

Clerk

Cllr. Cooper left the meeting

11 19/187 OPERATION WATERSHED – COW LANE, ANGMERING

The Clerk gave an update and confirmed that the flooding issue needed to be addressed before the road surface was repaired. A large amount of paperwork needed to be completed as well as obtaining two more quotes.

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A grant could be applied for through WSCC to fund the work to resolve the flooding issues before the work to repair the lane can go ahead. This would be at no cost to APC as the repair work is funded by S106 funds. A discussion took place.

Clerk

Action: Obtain two further quotes.

Cllr. R Evans asked about the finish of the road, this has not yet been decided however it would not be tarmacked.

A resident's email regarding Cow Lane was mentioned and it was suggested that this would be shared with WSCC.

Clerk

Action: Share email with WSCC.

Cllr. A Evans commented that a clear message needed to be put out by APC on why we were doing this.

Cllr. L Hamilton-Street asked about timings with regard to Operation Watershed funding replenishment. A possible grant for Honey Lane was discussed and it was agreed to contact Sue Furlong at WSCC for more information on the possibilities of a grant for Honey Lane.

Clerk

Action: Contact Sue Furlong.

After discussion it was agreed to apply for the grant.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that APC should apply for an Operation Watershed grant, Cllr. Verrinder **SECONDED** and **ALL AGREED**.

Cllr. Urquhart left the meeting along with the rest of the public.

12 19/188 GENERAL COUNCIL RISK REGISTER

The Clerk asked if there were any comments, none were asked.

Cllr. L Hamilton-Street and the Clerk explained the process and what would be added to the register before the next meeting.

Cllr. L Hamilton-Street also explained that if a Councillor felt something was missing from the register, he or she should email the Clerk who would risk assess the item and decide if it should be added to the register.

13 19/189 UNSUITABLE FOR HGV SIGNS IN ANGMERING

The supporting paper was discussed.

Cllr. L Hamilton-Street asked who had put together the proposal. The Clerk advised it was Wilbar Associates Ltd and that they had been recommended by West Sussex Highways.

A discussion then took place on the proposed locations for the signs, with questions being asked particularly on locations of L04 and L06.

Action: Query the positions and report back.

Clerk

It was advised that any signage on the A27 would need prior permission from Highways England.

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After discussion it was agreed in principle to go ahead with the proposal.

RESOLUTION: Cllr. Reigate **PROPOSED** that in principle the proposal should be approved, Cllr. Woodason **SECONDED** and **10 AGREED, 2 ABSTAINED.**

14 19/190 COMMUNITY CENTRE GREEN SPACE – REPAIR DIPS

The supporting paper was discussed, and the following comments were made during discussion.

It was a concern of the committee that as it was not fully known what was under the ground the proposed work may fail very quickly and result in a bigger problem.

A Geo-Thermal survey had previously been discussed before any works were carried out. This type of survey would give a clear indication of what was under the ground resulting in the correct works to be undertaken. It was agreed by all present that this survey should be commissioned.

RESOLUTION: Cllr. Marsh **PROPOSED** that a Geo-Thermal survey be commissioned, Cllr. R Evans **SECONDED** and **ALL AGREED.**

Action: Arrange for a Geo-Thermal survey to be done as soon as possible.

APC

15 19/191 COMMUNITY GRANT APPLICATIONS

No requests for grants have been received.

The 2019/2020 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £1,650.00.

16 19/192 2019/2020 FINANCIAL REPORT

Statements of the Bank Account Balances and Loans Outstanding as at 31 January 2020 were presented.

- Income and Expenditure compared with the Revised Budget, for the period to 31 January 2020.
- Lists of cheques and other payments for January 2020.
- Bank reconciliation for January 2020.

The Clerk explained that ear marked reserves have been created to hold the grants given towards the NHP.

Cllr. Oldfield asked if there were any questions. None were asked.

Cllr. Verrinder signed the bank reconciliation for January 2020.

17 19/193 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None

18 19/194 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 4 February 2020 – Cllr. Marsh commented on the Downsway

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land sale that was discussed at the last HTP meeting on Tuesday 4 February 2020. A lengthy discussion took place regarding the sale of land at Downs Way and Ambersham Crescent at auction on 20 February 2020. WSCC had provided information regarding the land in question and this had been circulated to all councillors. It was raised about the possible purchase of the land – after a lengthy conversation it was agreed that APC would not attempt to purchase the land due to several factors including not having the funds to purchase the land in 2019/2020 or 2020/2021 budget – although £10,000 was the guide price, it is expected to go for a lot more. APC councillors made it very clear that they would vehemently object to any house building on this site and also vehemently object to any “stopping up notices” that would need to be applied for in order to make any changes to the land.

- CLEW Committee meeting held on Wednesday 29 January 2020 – Cllr. A Evans reported that a resident will be attending the next CLEW meeting on Wednesday 26 February 2020 to receive a certificate of achievement.
- Governance & Oversight Committee held on Tuesday 4 February 2020 – None.

19 19/195 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 9 March 2020 at 19:30.

The meeting concluded at 21:08.

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Chairman



Date..... 9/3/20