



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 10 FEBRUARY 2025 AT THE ANGMERING VILLAGE HALL, KING SUITE

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

**In Attendance:** Katie Herr (Clerk), Tracy Lees (Committee Clerk), and 2 members 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 – 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	24/176	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr Matthew Want and WSCC Cllr. Deborah Urquhart and ADC Cllr. Andy Cooper. No apologies were received for Cllr. Paul Bicknell and therefore not approved.	
2	24/177	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> None.	
3	24/178	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 13 January 2025</b> were agreed by all and signed by the Chair.	
4	24/179	<b>PUBLIC CONSULTATION</b> One member of the public wanted to raise his concerns over a road safety issue concerning an area where he felt it was not safe for pedestrians to cross the road – corner of Arundel Road and Station Road, adjacent to the village green. The area in question has no road markings and cars did not seem to give way to pedestrians. He believed that the issue was due to increased traffic in the area and that at a minimum signage needed to be installed. The location was noted and was viewed on Google maps at the meeting.	

The Chair explained that regular meetings are held with WSCC Highways, and this will be raised at the next meeting as an urgent item. The member of the public was asked to email in his contact details so he could be kept up to date. This issue will also be added to the Highways Action List which is looked after by the PI Committee.

KH

Action: Add to the Highways Action List

The member of the public also commented on a footpath from Pine Trees Close to the A27. He stated that he had concerns that people who did not know this area would not realise that there wasn't a barrier of any kind at the end of the path and could walk out, or dogs could run out, straight onto the A27. He felt that there needed to be some kind of warning such as a sign to make people and dog owners aware. This was also noted and will be looked into; it will also be added to the Highways Action List.

KH

Action: Add to the Highways Action List

The member of the public was thanked for his contribution and left the meeting at 19:39.

**5      24/180    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 advise the committee that the new Pump Track was currently being installed at Mayflower Park, and it should be completed next week, weather permitting.

The Parish Office is still closed due to water damage, the next check will be done on Friday 14 February. An update will be given when the results are known.

It was reported that the bike station at the Community Centre was now fixed and that two security cameras had now been fitted and are working.

The Clerk finished by reporting that the broken solar light at Mayflower Park is due to be fixed next week and APC are looking at the possibility of adding an additional 4 solar lights in the near future.

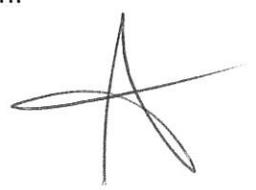
**6      24/181    CHAIR'S REPORT**

The Chair asked if there were any questions regarding her report, none were asked.

She then went on to report that she and Cllrs. Bennett and Verrinder attended an NHS consultation event with Dr Beccy Cooper MP last week which mainly looked at forward planning for the NHS. A brief overview of the event was given, and slides will be shared with councillors when they are available. Sadly only 16 people attended the event.

**7      24/182    REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart was unable to attend the meeting, no report was sent in. There were no questions to send to Cllr. Urquhart.



**8 24/183 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllr. Cooper was unable to attend the meeting but sent in the following report:

I have been continuing to deal with all aspects of issues and representation around existing and potential planning matters for Angmering, I am waiting for confirmation on any future dates related to Bewley Road development. I will of course update the parish on anything I receive.

Members briefing on devolution this week, the implications for district on the County Council lead heading to a unitary authority. I will be asking for clarification on timeline for this.

This coming week there will be a briefing on the ADC budget for the coming year, ahead of council budget setting on 26th February 25.

The housing committee has agreed to increase council housing rents by 2.7%, it was not a unanimous agreement, and this decision will need to be ratified by Full Council at the next meeting. There is also an on average 25k per council house to be spent on energy efficiency coming forward.

There have been some positive results around crime with the apprehension of the individual causing a one-man crime wave, the person was sentenced to 12 months imprisonment. I would urge the public to report any crime they witness as this helps build a picture of what is happening in the area.

As always happy to receive questions from councillors and members of the public.

There were no questions to send to Cllr. Cooper.

**9 24/184 NEIGHBOURHOOD PLAN**

The Chair advised that there were no updates.

ADC have placed their local plan on pause due to the Government's announcement relating to Devolution.

It has been advised to do nothing until clear direction is given from central Government.

A discussion took place including Cllr. Verrinder suggesting Devolution forms part of this agenda going forward.

**10 24/185 COMMUNICATION AUDIT – REPORT AND NEXT STEPS**

The Chair talked the councillors through the meeting that took place with the Communication Expert – her report had previously been sent to all councillors to read prior to this meeting. The Chair then invited questions, and a short discussion took place.

Cllr. Evans commented that he agreed with most of her comments including the adoption of a strapline and mission statement but not to post less on Facebook. Another point raised was how to engage different age groups i.e. how APC word things.

Action: It was agreed that the office team would meet to discuss a way forward and this would be shared with all the councillors.

KH



- 11      24/186    **LOST CHILDREN AND VULNERABLE ADULTS POLICY 2025**  
After a short discussion and no questions being asked the following was agreed:

**RESOLUTION:** Cllr. Reigate **PROPOSED** the Lost Children and Vulnerable Adult Policy 2025 was re-adopted. Cllr. Verrinder **SECONDED** and **ALL AGREED**.

- 12      24/187    **HOME WORKING POLICY 2025**  
After a short discussion and no questions being asked the following was agreed:

**RESOLUTION:** Cllr. Marsh **PROPOSED** the Home Working Policy 2025 was re-adopted. Cllr. Oldfield **SECONDED** and **ALL AGREED**.

- 13      24/188    **BRANDING POLICY 2025**  
After a short discussion and no questions being asked the following was agreed:

**RESOLUTION:** Cllr. Harris **PROPOSED** the Branding Policy 2025 was re-adopted. Cllr. Verrinder **SECONDED** and **ALL AGREED**.

- 14      24/189    **CODE OF CONDUCT POLICY 2025**  
After a short discussion and no questions being asked the following was agreed:

**RESOLUTION:** Cllr. Bennett **PROPOSED** the Code of Conduct Policy 2025 was re-adopted. Cllr. Evans **SECONDED** and **ALL AGREED**.

- 15      24/190    **HEALTH AND SAFETY POLICY 2025**  
After a short discussion and no questions being asked the following was agreed:

**RESOLUTION:** Cllr. Oldfield **PROPOSED** the Health and Safety Policy 2025 was re-adopted. Cllr. Reigate **SECONDED** and **ALL AGREED**.

- 16      24/191    **ANGMERING COMMUNITY HUB – COMMUNITY CENTRE LEASE**  
The Chair explained that APC wanted to meet with all the trustees of the Community Centre at the same time and that this had not been able to happen until now, basically all needed to be part of the conversation. She then went on to give an overview of how the meeting had gone.

The Clerk confirmed that the working party advised all trustees early in the process with invitations to meetings, consultations and then further meetings once updates were received. We brought the information to them (trustees) when we had worked through exactly what we wanted within the building.

Feedback from the survey that APC put out was discussed with the Trustees with feedback being generally positive. The main areas of concern were the design of the outside space, reduction in green space and the perception that anti-social behaviour would increase. APC have taken this on board along with the other feedback received and want to go back to the



Architects with all concerns rather than bit by bit. It may be a consideration to make the building smaller.

The ownership of the building was discussed and it was confirmed that APC own the building and surrounding land, this was then leased to the Angmering Community Centre Association.

The current lease was then discussed at length. The Chair and Clerk advised the committee that its was just the plan of the land included in the lease that needed amending in order for APC to go ahead with the project. It was also confirmed that the Trustees had 10 years left on their lease. Without this agreed change, the project would not be able to move forward. All councillors felt that this issue needed addressing before going back to the architects.

The committee were advised that the Trustees spoke about their concerns which mainly concentrated on infringement into the main hall i.e. loss of lighting and the café which, in their opinion, is in the wrong position.

The Clerk and the Chair stressed that APC want to build this hub to enhance facilities and opportunities for the community. It was also stated that we wish to future proof the building. If, after the 10 years of the lease is up and the centre comes back into APC "hands", managing two separate buildings may work out more costly and time consuming.

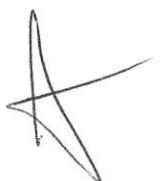
In order for the project to move forward the ACCA Trustees need to agree to a lease amendment. At the meeting with ACCA, the APC Chair confirmed that we would need an answer before todays meeting regarding the lease and other aspects which were discussed.

The Chair then talked through the Trustees response of which a copy had been shared with the councillors prior to the meeting. The response was then discussed at length. Councillor's were surprised that the Trustees were not more positive about the project and the potential for the community.

The Clerk then highlighted the next steps and suggested that a letter be written to the Trustees laying out what we would need them to agree to with regards the lease changes, and for this to be signed by both parties. The Clerk stressed that she would not recommend going forward with amending the lease, unless there was something in writing. If the trustees were to change their mind later on down the line, tax payers money would have been spent and ultimately wasted. All councillors present agreed that this was the way forward.

The Office Manager has requested the difference in cost between a separate building and an adjoining building as this hopefully help everyone understand why an adjoined building is more cost effective. Finally the costs so far were discussed plus how much costs have gone up since this project had started.

The Chair will draft a reply back to the Trustees and share with all councillors prior to sending.



Cllr. Oldfield left the meeting at 20:40.

**17 24/192 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. This is now the third month where no requests have been received.

A request was made to all councillors to encourage applications, especially from those that have not previously applied, to come forward.

Action: A message with also be sent out via the Community Networking Group.

**RW**

**18 24/193 2024/2025 FINANCIAL REPORT**

The reports were presented, no questions were asked.  
Cllr. Marsh signed the reconciliations for January 2025.

**19 24/194 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED**

No questions were asked.  
The Chair reported that the Clerk, Office Manager and herself had meet with the new team that were now looking after the Scouts to see how APC could support them going forward. She reported that the hall itself needed to be updated, that the roof was on its last possible repair and that the size of the building overall was getting too small of the number of people now using it. More will be shared over the coming months.

**20 24/195 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

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

**21 24/196 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 10 March 2025** at 7:30pm in the King Suite, Angmering Village Hall.

**The meeting concluded at 20.46.**

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Chairman

Date.....10/03/2025