



Established 1894

Angmering Parish Council

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MINUTES OF THE ANNUAL MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 10 JUNE 2024 AT THE ANGMERING VILLAGE HALL, KING SUITE

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

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), ADC Cllr. Andy Cooper and a representative from Arun Community Transport.

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	24/026	APOLOGIES FOR ABSENCE Apologies were received and approved for Cllr. Bill Hall and WSCC Cllr. Deborah Urquhart. Apologies were not received for Cllr. Carey Bennett and Arun District Councillor Amelia Worne so were therefore not approved.	
2	24/027	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. No declarations were made.	
3	24/028	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 13 May 2024 were agreed by all and signed by the Chair.	
4	24/029	PUBLIC CONSULTATION No members of the public were present and no questions had been sent in.	
5	24/030	THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON: The Clerk advised that there was nothing more to report and asked if there were any questions. No questions were asked.	

The Clerks Report can be found within the supporting papers for this meeting on the APC website.

The Chair then advised that the new Office Administrator, Rachael Wilkes, had now started and was currently undertaking a full handover prior to our current Office Administrator, Christine Jones, leaving us at the end of June.

6 24/031 CHAIR'S REPORT

The Chair reported that she had spoken to an Officer from Campaign for Protection for Rural England about affordable housing in rural communities. She reported that they were very interested in what she had to say regarding Bewley Road and the development at the Rustington Golf Centre. The Chair is going to write notes and send them round to all.

7 24/032 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart was unable to attend the meeting and no report had been submitted.

8 24/033 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper reported that ADC had not met since APCs last meeting and therefore had nothing to report.

He commented on how well he thought the Cllr. Surgery session had gone and was happy to do another one towards the end of the year.

Questions were invited but none were asked.

Cllr. Cooper left the meeting at 19:36.

9 24/034 NEIGHBOURHOOD PLAN

The Chair reported that there was no update at this time.

10 24/035 ARUN COMMUNITY TRANSPORT PRESENTATION

Chris Fuller, General Manager, attended tonight's meeting and gave a presentation to the committee covering how the group came about, how the group works, volunteers and hopes for the future. They have over 1200 people registered to use the service living in 26 different surrounding parishes. Within Angmering there are 54 users, two of which are wheelchair users.

They have just been able to purchase a wheelchair accessible vehicle which was able to be brought through fund raising, grants and donations. This has made a large difference as wheelchair users don't have to get out their chair to travel. This is the only vehicle the group own as all other drivers are volunteers and use their own cars – currently they have 30 registered drivers.

Mr Fuller spoke about drivers taking people to their appointments and waiting with them rather than just dropping them off, by doing this they are trying to help to minimise social isolation.

One of the main issues the group faces is last minute cancellations i.e. Hospital or Doctors' appointments as this means others needing transport miss out as drivers are already booked but cancelled at the last minute.

Plans for the future were mentioned including the possibility of additional wheelchair accessible vehicles, expanding more into the community and recruiting more volunteer drivers.

Mr Fuller then invited questions.

Cllr. Verrinder commented that she would be attending their upcoming AGM and was looking forward to it.

Cllr. Evans asked about cancellations of visits to the Hospital/Doctors and ways this could be limited. He suggested talking to the local surgery. He also mentioned the Community Cuppa events and suggested that details of these events could be passed onto their users to make them aware this was going on in Angmering.

Cllr. Marsh wanted to know what was covered for volunteer drivers. Mr Fuller explained that drivers received a milage allowance and would have to undertake a DBS check. Insurance would need to be provided by the driver themselves but normally insurance companies do not charge any more for being a volunteer with them.

Cllr. Want asked where they advertise and suggested the All About Angmering magazine. Mr Fuller said that they had tried advertising in the All About magazines but sadly they had not seen much response.

At the end of the presentation and Q&A session the Chair thanked Mr Fuller for his time and looked forward to seeing him again at Angmering Revealed on Saturday 21 September.

Mr Fuller left the meeting at 19:52.

Leaflets to explain this service and volunteering opportunities are available from the APC office.

11 24/036 CHRISTMAS LIGHTING – VILLAGE CENTRE

The Chair talked through the supporting paper and asked if there were any questions.

Cllr. Bicknell asked when the current lights were installed as he felt it was not that long ago. The Clerk advised that in fact it was in 2018 and part of the reasoning for changing them was they were coming to the end of their life. The Clerk then went on to explain how the lights are wrapped in the trees and that they need to be removed after three years due to tree growth.

Cllr. Bicknell asked if the lights could avoid being hung over the benches, the Clerk said she would request this but could not guarantee this would be possible.

The Clerk then talked through each supplier and clarified the costings for each quote. A discussion took place, including recycling opportunities and the following was agreed:

RESOLUTION: Cllr. Evans **PROPOSED** that quote 1 was accepted. Cllr. Bicknell **SECONDED** and **ALL AGREED**.

12 24/037 SAFE CROSSING – WORTHING ROAD

The Chair introduced the petition and explained where the proposed crossing in East Preston would be located. To clarify there is currently no formal crossing point located in this area.

It was agreed that APC were happy to support the campaign for the provision of a safer crossing towards the eastern end of Worthing Road. All were in favour of sending a letter of support which the Clerk will write.

13 24/038 GENERAL RISK REGISTER AND FINANCIAL RISK REGISTER

The Chair highlighted the changes that had been made and asked if there were any questions, none were asked.

RESOLUTION: Cllr. Want **PROPOSED** that the updated changes to the registers were accepted. Cllr. Marsh **SECONDED** and **ALL AGREED**.

14 24/039 CO-OPTION POLICY 2024

The Chair advised that there were no changes.

After a short discussion no questions were asked and the following was agreed.

RESOLUTION: Cllr. Want **PROPOSED** that the policy was accepted. Cllr. Harris **SECONDED** and **ALL AGREED**.

15 24/040 DATA PROTECTION POLICY 2024

The Chair advised that there were no changes.

After a short discussion no questions were asked and the following was agreed.

RESOLUTION: Cllr. Bicknell **PROPOSED** that the policy was accepted. Cllr. Want **SECONDED** and **ALL AGREED**.

16 24/041 COMPLAINTS PROCEDURE 2024

The Chair advised that there were no changes.

After a short discussion no questions were asked and the following was agreed.

RESOLUTION: Cllr. Marsh **PROPOSED** that the policy was accepted. Cllr. Verrinder **SECONDED** and **ALL AGREED**.

17 24/042 COMMUNITY GRANT APPLICATIONS

The 2024/2025 budget for Community Grants is £5,000. One grant has been awarded so far this year, leaving an available budget of £4,700.00.

One grant was submitted for consideration this month.

- St Margaret’s Church – Annual Community Fun Day – £250

After discussion the following was agreed:

RESOLUTION: Cllr. Verrinder **PROPOSED** that a sum of £250 was granted to St Margaret’s Church. Cllr. Oldfield **SECONDED** and **ALL AGREED**.

After the above was agreed it was suggested that APC look to automatically help fund this annually. This will be looked at next year’s budget setting.

18 24/043 2024/2025 FINANCIAL REPORT

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

19 24/044 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED

Cllr. Evans gave an overview of what meetings he had attended which were mainly to do with climate change. He reported that he felt APC were ahead of other parishes and thanked the Clerk and the Committee Clerk for their hard work to achieve this.

20 24/045 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

The Planning and Infrastructure Committee - Cllr. Bicknell asked about the traffic sign in the middle of the village square. There is currently no update but when an update is available it will be brought to the next PI meeting.
CLEW Committee – None.
Governance & Oversight Committee – None.

21 24/046 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 8 July 2024** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 20.19.

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Chairman

Date.....