



Established 1894

Angmering Parish Council

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MINUTES OF THE OF ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 11 MAY 2020

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

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), District Cllrs. Andy Cooper and Mike Clayden

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.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	20/001	APOLOGIES FOR ABSENCE Apologies were received and approved from Cllrs. Sharlan Woodason, Frank Carr, Paul Bicknell and West Sussex County Cllr. Deborah Urquhart.	
2	20/002	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. No declarations of Pecuniary or Non-Pecuniary interests were received.	
3	20/003	APPROVAL OF MINUTES Cllr. Oldfield commented that there was an error with a date within the minutes which he would amend prior to signing. Approval of the minutes of the meeting of the committee from Monday 9 March 2020 were agreed by all and subsequently signed by the Chairman.	
4	20/004	PUBLIC CONSULTATION No members of the public were present, or questions sent in to address.	
5	20/005	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 reported that APC were experiencing a lot of visitors from outside Angmering to the Skate Park. The Police have been informed by APC and local residents. The Police have subsequently visited the site and fines have been issued. APC are doing everything they can to prevent this situation continuing. The Clerk also confirmed that all parks remain closed and that APC will continue to monitor the situation and follow the Government guidelines.

Cllr. Verrinder asked about the Neighborhood Plan and that this had previously been discussed and agreed that this would be an agenda item. She asked if this could be added to future agendas, this was agreed. Due to COVID-19 and wanting to keep the residents of Angmering safe and focused on getting themselves through the current crisis, the Neighbourhood Plan Review Group decided to halt the survey going to every house in the village. We will now have to factor in changes which have come into effect because of COVID-19 and rework the survey before it is sent out. This will now have a serious delay on our timescale for completion of the update to our Neighbourhood Plan.

The Clerk also reported that APC have been asked by Sue Furlong at WSCC for assistance in other parishes.

6 20/006 CHAIRMAN'S REPORT

Cllr. Oldfield started his report by sending his and APC condolences regarding the very sad news of Cllr. Chris Blanchard-Cooper passing away on 30 April 2020.

Cllr. Oldfield reported that he had received a letter from the Mayor of Ouistreham Riva-Bella sending their best wishes and support. Cllr. Oldfield said he would write back and also post the letter onto the APC Facebook and website; all present agreed this was a good idea and should be done.

Due to the current situation no meetings or events had taken place so nothing more to report.

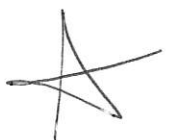
7 20/007 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Deborah Urquhart was unable to take part in the meeting but sent in the following report. See **Appendix 2**.

8 20/008 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllr. Cooper thanked Cllr. Oldfield for his and APCs condolences regarding Cllr. Chris Blanchard-Cooper and that his family would be very heartened to hear this.

He reported that he had had a lot of representations from businesses and has been pushing for the business grants to come out as quickly as possible, ADC are now on top of this – this includes businesses in Angmering as well as the wider area. If APC are approached by a local business Cllr. Cooper asked that they are put in touch with him directly.



Cllr. Cooper mentioned that a virtual Planning Meeting will be taking place on the 26 and 27 May 2020. The meeting will be available in audio only via the ADC website.

Regarding ADC meetings Cllrs. Cooper and Clayden and other members of the council have been pushing for scrutiny as lots of things are being done under emergency powers, and rightly so, but clarity as to what's been happening has been missing so they are pushing to be better informed.

Cllr. Cooper reported that a tree had come down in Cow Lane today and he had made representation to get this cleared away as soon as possible.

To conclude Cllr. Cooper commented that as always, he was very happy to take anyone's questions so please contact him.

Cllr. Oldfield asked a question regarding the development South of Water Lane. APC are very concerned regarding the developer's proposal to use the entrance near the Spotted Cow for their construction work. Cllr. Cooper commented that he had already asked for clarification regarding this but had not yet received a reply – he will push again for a response and report back. Cllr. Oldfield also requested that the Angmering Advisory Group discuss this issue prior to the application being submitted to ADC.

Cllr. Clayden reiterated that one of their main tasks was to keep the scrutiny going and how important it is.

He also commented on the good news re the business grants and that they are now being paid out.

Cllr. Clayden had nothing else to report.

9 20/009 ZOOM MEETING FORMAT AND PROCEDURE

Cllr. Oldfield advised that APC needed to adopt the format and procedure for future Zoom meetings. After a short discussion this was agreed.

RESOLUTION: Cllr. Oldfield **PROPOSED** that the Format and Procedure were adopted, Cllr. Verrinder **SECONDED** and **ALL AGREED**.

10 20/010 MAYFLOWER GULLIES

Cllr. Oldfield gave an overview of the situation and a short discussion took place. It was agreed that APC will pay for the cleaning of the gullies.

RESOLUTION: Cllr. Jones **PROPOSED** that APC will pay for the cleaning of the gullies, Cllr. Reigate **SECONDED** and **ALL AGREED**.

Cllr. N Hamilton-Street commented that going forward this needed to be budgeted for and any legal obligations investigated. Cllr. Oldfield agreed.

Action: Gully clearance to be budgeted for at Mayflower.

Action: Investigate all legal obligations.

Clerk
Clerk



11 20/011 NEW COMPUTERS – OFFICE

The Clerk gave an overview of why they were needed and how the current situation and the need to work from home had exacerbated the urgency. Currently APC have only one laptop. The Clerk also commented that the cost for this new equipment was already budgeted for and it would be good for future proofing should this type of situation happen again.

Cllr. R Evans had sent in an alternative quote that he had received but as it came with no IT support was not a viable option.

Cllr. L Hamilton-Street commented that this matter had already been addressed as a need under the Business Continuity Plan.

RESOLUTION: Cllr. Marsh **PROPOSED** the purchase of the new computers, Cllr. Harris **SECONDED** and **ALL AGREED**.

Action: To confirm and place the order

Clerk

12 20/012 YOUNG PEOPLES PUBLIC ART PROJECT – ANGMERING SCHOOL

Cllr. N Hamilton-Street gave an overview of the project and that this had first been discussed at a CLEW meeting in January/February time. The decision that the committee is being asked to make today is regarding the sighting/location and not what it will look like.

A long discussion then took place with various locations being suggested around the village. All areas suggested had already been investigated and the reasons why it was not possible to place the art piece on these areas was reported to the committee.

The Blue Star roundabout was suggested, it was confirmed that the cost of this alone would be £3750 + VAT per year. This was ruled out along with several other pieces of land owned by WSCC due to various reasons including sight lines etc.

The art piece will be designed as an interactive piece and needs to be located where people can easily and safely reach it. There are set requirements within the S106 agreement which need to be adhered to.

Once all options had been discussed a vote was taken to agree to place the art piece near the Community Centre.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** the art piece will be located near the Community Centre, Cllr. Reigate **SECONDED** and **6 AGREED**, 3 Against and 1 abstained.

Action: Confirm the location of the art piece and ask about expected timelines.

TL

Cllrs. Cooper and Clayden left the meeting.

13 20/013 BLENHEIM PLAY AREA – QUOTES AND DESIGNS

Cllr. N Hamilton-Street proposed that this item was deferred to the June meeting. She explained that Cllrs. R Evans and A Evans had offered some



other suggestions and the APC Office needed time to investigate. All present agreed.

It was also agreed that a Zoom meeting will be scheduled prior to the June meeting for all those Councillors wishing to attend to be updated with the findings.

Action: Set up Zoom meeting.

Clerk

14 20/014 OPERATION WATERSHED GRANT – COW LANE

The Clerk updated the committee on the APC application and explained APC were now ready to submit the application for this grant.

The Clerk asked if there were any questions. Honey Lane was mentioned, the Clerk confirmed that she was in contact with Sue Furlong at WSCC regarding funding for this area and that the Honey Lane Residence Association were also aware of the Cow Lane application.

The Clerk then asked if the committee were happy that the APC Office submit the application. All agreed.

RESOLUTION: Cllr. Jones **PROPOSED** the application be submitted, Cllr. Verrinder **SECONDED** and **ALL AGREED**.

Action: Amended a couple of spelling errors and submit application.

TL

15 20/015 COMMUNITY GRANT APPLICATIONS

No applications have been received.

16 20/016 2019/2020 FINANCIAL REPORT

The Clerk reported that this year APC have a new accounting system in place and have instructed the provider to assist with the year end shut down. Due to year end shut down not being completed until 28th May 2020 the yearend accounts will not be reported on until Full Parish in June 2020.

Normally the provider would come into the APC office but due to the current situation this will be done remotely this year.

Once reports are available, they will be shared with all Councillors and uploaded to the APC website for all to view.

17 20/017 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None

18 20/018 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 28 April 2020 – None.
- CLEW Committee – Cancelled until further notice.
- Governance & Oversight Committee – Cancelled until further notice.



19 20/019 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

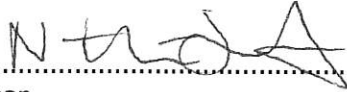
None.

DATE OF NEXT MEETING

The Committee's next meeting will be virtual meeting on Monday 8 June at 14:00.

The meeting concluded at 14:53.

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Chairman



Date..... 9/6/20