



Established 1894

## Angmering Parish Council

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### MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN ANGMERING VILLAGE HALL ON MONDAY 11 NOVEMBER 2019

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

**In Attendance:** Katie Herr, Clerk; Tracy Lees, Committee Clerk and 1 member of the Public

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	19/123	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from West Sussex County Councillor Deborah Urquhart, District Cllr. Andy Cooper and District Cllr. Mike Clayden.	
2	19/124	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> No declarations were received.	
3	19/125	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 14 October 2019</b> were agreed by all and subsequently signed by the Chairman.	
4	19/126	<b>PUBLIC CONSULTATION</b> The member of the public did not wish to ask a question.	

Cllr. Marsh wanted to speak as a member of the public regarding the Remembrance Day event held on Sunday 10 November. The question was raised on why the two minutes silence could not take place at 11:00 in the village square and also the timings for the road closures. It was explained that Angmering Parish Council (APC) were following the schedule that had been in place for many years. A discussion took place.

Cllr. Bicknell suggested that APC approach St Margret's Church to discuss the possibility of moving some of the timings. Cllr. N Hamilton-Street suggested that this event should be discussed further at the next Community, Leisure, Environment & Well-Being Committee (CLEW) meeting being held on Wednesday 27 November, all agreed.

Action: Remembrance Day 2020 to be added to the next CLEW agenda.

TL

Cllr. A Evans commented on how social media could be used for events and a discussion took place.

Cllr. Verrinder thanked Tea in the Square for supplying free tea and coffee to those that attended the event.

Thanks was given to the APC Office team for their efforts in stepping in to help make sure the event went ahead and ran smoothly.

Cllr. A Evans commented on a message that had been put on social media regarding the traffic report from residents after the last full parish meeting. A discussion took place. The Clerk commented that the minutes of that meeting were a true and accurate account and had been shared to the general public.

**5 19/127 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 then asked if there were any questions. None were asked.

**6 19/128 CHAIRMAN'S REPORT**

Cllr. Oldfield read out his report and invited questions.

For the Chairman's Report see **Appendix 2** – please note JEAAC stands for Joint Eastern Arun Area Committee.

At the end of his report Cllr. Oldfield thanked all APC Councillors and Staff who took part in the Remembrance Day event on Sunday 10 November.

**7 19/129 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart was unable to attend then meeting.

**8 19/130 REPORT FROM THE ARUN DISTRICT COUNCILLOR**

Cllrs. Cooper and Clayden were unable to attend the meeting.

**9 19/131 NEIGHBOURHOOD PLAN**

The Clerk gave an update on the AirS meeting and asked that Councillors confirm if they were attending as soon as possible. The Clerk also confirmed that the 'Call for Sites' was ready to go and will be finalised at the AirS meeting.

Questions were then invited. None were asked.

**10 19/132 FINANCIAL RISK ASSESSMENT**

The Clerk explained that the document was on the agenda so it could be considered for adoption and asked for comments. A short discussion then took place.

**RESOLUTION:** Cllr. N Hamilton-Street **PROPOSED** that the Financial Risk Assessment was adopted, Cllr. Jones **SECONDED** and **ALL AGREED.**

**11 19/133 UPDATE TO WEBSITE**

The Clerk invited comments on the updated website. The suggested changes were given by the APC Office team with the intention to make it easier to navigate. A short discussion took place.

Cllr. N Hamilton-Street suggest that if no further comments or objections were received by Friday 15 November 2019 then the suggested updates were adopted.

**RESOLUTION:** Cllr. Oldfield **PROPOSED** that the updates to the Website were adopted, Cllr. A Evans **SECONDED** and **ALL AGREED.**

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**12 19/134 COMMUNITY GRANT APPLICATIONS**

The Clerk commented that the APC Office has been promoting community grants and actively encouraging new applications.

Three grant application had been received in time to be heard at this meeting. A discussion then took place regarding all three applications.

Application 1

An application for a grant has been received from **The Angmering Garage Sale Trail** for the sum of £895 for improving the event website/registration and emailing service for residents.

After discussion it was agreed by all that regrettably a grant could not be given. A letter will be written to explain why. It was deemed that this would not be an appropriate venture to support due to the fact that it was not a charity but for personal gain.

Application 2

An application for a grant has been received from **The Cat and Rabbit Rescue Centre** for the sum of £300 towards an anaesthetic machine for the veterinary area.

After discussion it was agreed by all that regrettably a grant could not be given. A letter will be written to explain why. Research has been undertaken on the location of the charity and also the amount of funds available to them which look to be quite substantial.

Application 3

An application has been received by **Angmering Community Boxing Day Buffet** for as much as the Council see fit for food, decorations and gifts for the event.

After discussion it was agreed by all that regrettably a grant could not be given. However, after discussion it was agreed that an amount up to the value of £150.00 would be made available. When funds are needed to purchase items such as food APC should be advised and would make the purchase on their behalf. Cllr. Bicknell commented that local shops should be used where possible.

**RESOLUTION:** Cllr. Bicknell **PROPOSED** that sum of up to £150 be made available for this event, Cllr. L Hamilton-Street **SECONDED** and **ALL AGREED**.

The 2019/2020 budget for Community Grants is £3,500.00. Payments of the approved grants so far would leave £2,300.00 for the remainder of the year.

**13 19/135 2019/2020 FINANCIAL REPORT**

Statements of the Bank Account Balances and Loans Outstanding as at 31 October 2019 were presented.

- Income and Expenditure compared with the Revised Budget, for the period to 31 October 2019.
- Lists of cheques and other payments for October 2019.
- Bank reconciliation for October 2019.

The Clerk advised that the report looked like the percentage spent so far was over but that this was due to the purchase of the flat located over the APC office. It was a timing issue which is why it looked incorrect. The Clerk than invited questions.

Cllr. N Hamilton-Street commented that clarification re showing all of the APC financial assets on the report was going to be brought up at a training session later in the month.

Cllr. Verrinder raised the question regarding possible monies being owed to APC by the Angmering Community Centre going back to when it was first built, known as

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'Kick Start' money. Cllr. Bicknell commented that he doesn't think this is correct. A discussion took place.

Action: APC Office to investigate and report back at the next meeting.

KH

**14 19/136 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS**

Cllr. Oldfield asked if anyone had anything to report.

Cllr. A Evans reported that he was gathering information on the recycling project he was asked to look into and would be reporting back at the next CLEW meeting.

**15 19/137 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

- The Housing, Transport & Planning Committee meeting held on Tuesday 22 October 2019 – None.
- CLEW Committee meeting held on Wednesday 30 October 2019 – Cllr Bicknell commented that he thought the new venue worked well.
- Governance & Oversight Committee held on Wednesday 6 November 2019 – None.

**19/138 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

Cllr. A Evans gave an update on the report he asked a young disabled boy to do about disability within the village. The boy has been working on a book which was shown to the Councillors. It was agreed that a certificate for all the boys work should be given and presented by the Chairman, all agreed.

Action: APC Office to produce a certificate and arrange a presentation.

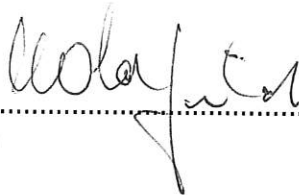
Office

**DATE OF NEXT MEETING**

The Committee's next meeting will be held in the Kings Suite, Angmering Village Hall on Monday 9 December 2019 at 19:30.

**The meeting concluded at 21.32**

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Chairman



Date..... 9/12/19



# Appendix 1

Meeting Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegated To
10/06/2019	4	19/029	Public Consultation	Contact the Environment Agency re possible flood risks regarding the Chandlers development	Chairman to contact the Environment Agency		Chairman
10/09/2019	4	19/029	Public Consultation	Obtain list of land ownership and maintenance responsibilities	Locate the list if possible	Land ownership could be obtained from arun Land Charges. TG working on this 05/08/19	Tara
08/07/2019	10	19/055	2018/2019 Financial Report	A meeting to discuss with the Clerk re the possibility of setting a clearer picture of what is classed as ground maintenance for the 20/21 budget	Meeting to be arranged	Nikki to arrange a meeting with Katie. Still to be arranged 06/08/19	Nikki
12/08/2019	14	19/078	Angmering Library Update	Find out about Creative Heart at Tamerisk Centre in Littlehampton	Email to arrange a meeting for more information.	Emailed 03/09/19. Replied and said opening had been delayed and they would be in contact once they are open and running.	Katie
14/10/2019	9	19/109	Neighbourhood Plan	Arrange a meeting to discuss instructing AirS and agreeing call for sites paperwork	Contact AirS and ADC re paperwork	Email Donna - no need to agree at Full Council, according to Terms of Reference.	Katie
14/10/2019	10	19/110	Communication Strategy	Add version number and date to front cover and publish on the APC website	Add version number and date. Publish		Tracy
14/10/2019	12	19/112	Traffic Meeting Update	Contact WSCC to see if a traffic count can be done.	Contact WSCC		Katie
14/10/2019	14	19/114	Tree work needed within Angmering	Overgrown private hedges - advertise on FB and APC website	Create advert/information piece		Office

14/10/2019	14	19/114	Tree work needed within Angmering	Work to be confirmed with with Mulholland and price for Parson Close to be agreed.	Contact Mulholland.	Contacted 31/10/19 and 04/11/19	KH
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Task has been started
Task to remian on the list
Completed
Task not yet started

**Completed Actions have been moved to another tab**



## Council Meeting 11<sup>th</sup> November 2019

### Chairman's Report

Since the last meeting I have attended the JEAAC Transport Group and the JEAAC main meeting

At JEAAC Transport, the County Rep advised that, although there is likely to be a Public Enquiry into a CPO,, work on the Lyminster Bypass is expected to commence January 2020

Work is held up on the A259 because off the landowners objection to the CPO on land required. This is the land on the North side of the A259 in the area south of Mayflower Park, Work is now expected to commence in September 2020

The concern of the group of Angmering Residents over the Angmering Traffic Calming Scheme, presented to us at our last Council Meeting, was also discussed. Our Clerk had sent a copy of their concerns to the County immediately following our Council Meeting,

The resident's spokesman had some questions over the published minutes of the JEAAC meeting and Cllr Nikki Hamilton- Street, the Clerk and myself met him again this morning I don't propose to take up time tonight to go into our discussion, but we will be circulating all members with details of possible mitigating actions which may help to alleviate some of their concerns

At the main JEAAC meeting we were advised of the Arun Crime Figures. Unfortunately no Police Officer was present so we were unable to raise any questions. Details of the new deployments arrangements for the PCSOs have already circulated and we were advised of the named PCSOs for the various Towns and the villages

I have already circulated the Crime Figures and PCSO details and they will also be appended to the minutes of this meeting.

I had previously attended a meeting of the newly formed informal group of the Eastern Villages namely Angmering, Rustington, East Preston, Kingston and Ferring I had proposed that we should ask Arun District Council whether they still had confidence in the 2016 Transport Study, which underpins the Arun Loal Plan, bearing in mind the number of dwellings now committed or proposed that were not factored into the study

I had given notice of this prior to the meeting and it had been sent direct to Arun I will circulate their reply when received.

Finally I had the honour of representing the council in laying a wreath on the War Memorial yesterday, Remembrance Sunday and I would like to thank all the councillors and staff (and their Families) for their hard work in making the day a great success.

Electoral Div. Reference <sup>1</sup>	Electoral Division	Number PCSOs <i>(future)</i>	Base station	PCSO
<b>ARUN DISTRICT</b>				
6	Angmering & Findon	1	Bognor Regis	Beth Towers
7	Arundel & Courtwick	2	Bognor Regis	Ollie Smith (New PCSO)
8	Bersted	2	Bognor Regis	Julie Jones (New PCSO)
9	Bognor Regis East	4	Bognor Regis	Katie Harsley Josh Fitzjohn Gemma Turner (New PCSO)
10	Bognor Regis West & Aldwick	2	Bognor Regis	Ben Lander Margaret Forster
11	East Preston & Ferring	1	Bognor Regis	Neil Billingham
12	Felpham	1	Bognor Regis	Justy Grant
13	Fontwell	1	Bognor Regis	Caroline Wilson
14	Littlehampton East	2	Bognor Regis	Geoff Gear (New PCSO)
15	Littlehampton Town	3	Bognor Regis	Michelle Davies Rebecca Bernier (New PCSO)
16	Middleton	1	Bognor Regis	Natalie Shrimpton
17	Nyetimber	1	Bognor Regis	Aaron Owen
18	Rustington	2	Bognor Regis	Hannah Pipkin Andrea Oakley
<b>Sub Total</b>		<b>23</b>		





## West Sussex Neighbourhood Crime By Rolling Year

Crime Comparison for the Rolling Years 01/10/2018 to 30/09/2019 and 01/10/2017 to 30/09/2018

### Arun

#### Rolling Year 01/10/2018 to 30/09/2019

Neighbourhood Description	Crime	Change Crime	Alcohol Related Crime	Change Alcohol	Public Place Violent Crime	Change PPVC	Serious Sexual Offences	Change SSO	Domestic Abuse	Change DA	Criminal Damage	Change CD	Burglary	Change B	Other Theft & Handling	Change OTH	Vehicle Crime	Change VC
Arundel	140	-15	13	-2	29	6	0	0	22	-18	17	-2	7	-18	18	-2	21	6
Arundel	128	-1	12	-5	35	16	0	0	20	-3	9	-14	14	-2	12	-1	16	5
Arundel	413	-18	47	4	97	-9	0	0	69	-6	81	31	26	4	54	-16	27	-12
Arundel	244	-29	36	14	59	5	0	-1	35	-3	33	-16	28	2	26	-16	32	-5
Arundel	434	24	49	-6	78	-8	1	1	64	-21	41	-6	38	-7	58	-5	66	31
Arundel	808	38	104	22	149	12	0	-2	141	33	72	0	43	15	237	-50	79	25
Arundel	1,243	199	226	22	321	-14	4	3	114	13	108	14	51	17	408	102	43	26
Arundel	314	-4	24	-15	55	7	0	0	67	0	51	-3	23	12	25	-33	49	29
Arundel	85	-22	10	-2	24	3	0	0	21	0	9	-15	10	0	10	5	6	-3
Arundel	263	19	26	7	54	8	0	0	57	12	43	-3	13	-9	40	-11	25	7
Arundel	492	42	56	16	84	13	0	0	89	10	72	16	29	-12	70	13	75	0
Arundel	124	-35	18	8	36	4	0	0	26	-7	6	-10	12	-1	23	-15	9	-13
Arundel	746	138	107	21	157	25	2	0	80	27	133	37	36	-3	88	5	57	19
Arundel	916	157	191	-44	278	55	2	1	94	87	78	-5	40	-5	153	-12	61	26
Arundel	241	-17	25	-6	43	-12	0	0	41	-14	41	-13	14	-8	39	0	24	10
Arundel	993	95	163	18	305	47	0	-1	63	37	134	-40	41	-19	163	-10	73	36
Arundel	155	18	10	-7	26	-6	0	0	37	-1	20	11	17	6	16	-1	8	-5
Arundel	584	104	74	8	105	8	1	1	108	8	68	-9	38	9	101	21	71	44
Arundel	312	64	36	4	65	2	1	0	67	17	33	8	19	5	46	-16	38	23
Arundel	609	127	83	0	148	41	1	0	123	20	75	-11	32	18	54	-20	63	45
Arundel	643	2	61	-4	121	-21	0	0	127	27	94	14	52	-11	123	-23	51	2
Arundel	168	41	7	1	13	-8	0	0	14	-1	24	12	23	6	13	-3	55	19
Arundel	483	104	59	37	64	17	0	0	100	32	86	31	24	-4	45	-22	51	23
Arundel	346	10	45	20	60	11	0	0	64	16	57	8	20	-17	38	-7	35	7
<b>Total</b>	<b>10,834</b>	<b>1,041</b>	<b>1,482</b>	<b>201</b>	<b>2,407</b>	<b>204</b>	<b>12</b>	<b>2</b>	<b>1,940</b>	<b>265</b>	<b>1,385</b>	<b>35</b>	<b>550</b>	<b>-19</b>	<b>1,942</b>	<b>-117</b>	<b>1,035</b>	<b>339</b>