



Established 1894

## Angmering Parish Council

The Corner House  
The Square  
Angmering  
West Sussex, BN16 4EA

Telephone/Answerphone 01903 772124

E-mail: [admin@angmering-pc.gov.uk](mailto:admin@angmering-pc.gov.uk)

Website: [www.angmeringparishcouncil.gov.uk](http://www.angmeringparishcouncil.gov.uk)

### MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN ANGMERING VILLAGE HALL ON MONDAY 12 AUGUST 2019

**Present:** Councillors John Oldfield (Chairman); Rhys Evans; Norma Harris; Alan Evans; Nikki Hamilton-Street (Vice Chairman); Lee Hamilton-Street; Mike Jones; Sylvia Verrinder and Sharlan Woodason.

**In Attendance:** Tracy Lees, Committee Clerk; District Cllr. Andy Cooper; West Sussex County Councillor Deborah Urquhart and 4 members of the public.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	19/065	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved from Cllrs. David Marsh and Paul Bicknell; District Cllr. Mike Clayden.	
2	19/066	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. A Evans mentioned an allotment is in his wife's name.	
3	19/067	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 8 July 2019</b> were subsequently signed by the Chairman.	
4	19/068	<b>PUBLIC CONSULTATION</b> A member of the public commented that he understood that Angmering Library was not registered as a community asset and asked if Angmering Parish Council (APC) would consider doing this. The Clerk confirmed that APC was aware of this and were currently in the process of having Angmering Library added to the list of community assets.  A member of the public also asked what progress had been made on providing details of liability for footways, verges and carriageways for all roads in the Parish. The Clerk replied that this was being progressed.  No other questions were asked from the public.	
5	19/069	<b>THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:</b>  a) The attached action list. For the Action List see <b>Appendix 1.</b> b) Any subsequent matters that have arisen since the agenda was set None.	

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

10

**6 19/070 CHAIRMAN'S REPORT**

Cllr. Oldfield reported that he had attended two events in the past month, the East Preston Festival where he was asked to be one of the judges for the best float and also the Littlehampton Armed Services Day.

Both events were well run and had a good turn out, he was delighted to have been able to attend.

**7 19/071 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart reported that she had been invited to attend a meeting regarding the future of Angmering Library and will report back.

Cllr. Urquhart mentioned the new criteria being put in place for Blue Badge holders which will potentially see users increase by 10%, this will be the biggest change to the present system in approximately 50 years.

**8 19/072 REPORT FROM THE ARUN DISTRICT COUNCILLOR**

Cllr. Cooper commented that he had nothing to report but that he was actively monitoring all Developments around the area but especially in Angmering with a view to not put extra strain on the Parish.

Cllr. Cooper also wanted to remind all Cllrs and the public that he was happy to answer any questions that they may have at any time.

Cllr. A Evans expressed his thanks to Cllr. Cooper and Cllr. Urquhart for their help with recycling for schools within Angmering. Going forward both Councillors should be emailed etc. as this was a joint project.

Cllrs. Cooper and Urquhart left the meeting.

**9 19/073 CO-OPTION OF COUNCILLORS**

Cllr. Oldfield explained that 1 candidate had withdrawn so only 2 candidates would be standing. Cllr. Oldfield asked for it to be minuted that Steven Mountain had given a lot of time and commitment to APC and that he and all representatives for APC thanked him for that, all present agreed.

Cllr. Oldfield explained the background behind the Co-option process and what each candidate had needed to do. He then invited both candidates to address the committee, which they both did.

A show of hands was then asked for each candidate and both candidates were unanimously voted on to the APC as Councillors. The new Councillors are Alison Reigate and Frank Carr. They were invited to sit at the table, which they both did.

The Clerk then briefly explained the welcome packs they had been given and that she would explain more after the meeting had concluded.

Cllr. L Hamilton-Street congratulated the two new members. This was reiterated by all councillors.

**10 19/074 NOMINEE FOR ACLT**

Cllr. Oldfield asked if anyone would like to be put forward for this position, Cllr. Oldfield then put himself forward.

---

**RESOLUTION:** Cllr. Jones **PROPOSED** that Cllr. Oldfield be the nominee for ACLT, Cllr. Woodason **SECONDED** and **ALL AGREED**.

---

**11 19/075 HONEY LANE AND ALLOTMENTS**

The Clerk reported that she had spoken with the Chairman of the Allotment association and updated him on the current situation regarding the decision not to purchase the allotments. A discussion then took place.

During discussion it was confirmed that APC would always be required to provide allotments within Angmering and that the Allotments are registered as a community asset.

It was confirmed that no action needed to be taken at the moment.

**12 19/076 IT SECURITY POLICY AND DATA PROTECTION POLICY**

The Clerk advised that ALL Councillors needed to read, sign and return both documents to the Clerk.

Action: Documents to be returned, signed, to the Clerk

**Clrs.**

**13 19/077 UPDATE ON CURRENT ADC CONSULTATIONS**

Cllr. N Hamilton-Street reported on what had been discussed.

Cllr. N Hamilton-Street advised that Cllr. Marsh is looking at the parking issues and that this would be looked at through the HTP Committee.

Cllr. N Hamilton-Street commented that everyone was impressed with the research that Arun District Council (ADC) had provided with regard to the open spaces, play pitches etc. however nothing specific advised for Angmering.

The Clerk confirmed that the comments submitted to ADC had been accepted.

**14 19/078 ANGMERING LIBRARY UPDATE**

Cllr. Oldfield asked for any comments on the report.

It was confirmed that ideas for the use of the Library building would be discussed at the next CLT meeting. It was also reported that there is Public interested throughout the village on what will happen should it close as a Library, any ideas are welcomed.

Cllr. R Evans commented that the building itself will be saved its more what it will be used for. Cllr. N Hamilton-Street commented that the next meeting with West Sussex County Council (WSSCC) will be pivotal. A discussion then took place regarding potential new uses.

The Clerk commented that she had seen that a Community Hub was to open in Littlehampton and would report back on how it was being used.

Action: Report back on Littlehampton Community Hub.

Action: Ideas on use for the Library building to be given to the Clerk.

**KH  
Clrs.**

**15 19/079 COMMUNITY GRANT APPLICATIONS**

No applications for grants have been received.

The Clerk explained that the Grant Application form had been updated and will be given out at the next meeting for adoption.

The APC Office have a large sign in the window advertising that APC give grants and a Facebook post will be uploaded.

**16 19/080 2019/2020 FINANCIAL REPORT**

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

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

The Clerk asked if there were any questions re the statements, none were asked.

*Handwritten mark*

Cllr. L Hamilton-Street asked how the new financial system was working. The Clerk reported that it was much easier to use than the previous system and a lot quicker.

The Bank reconciliation was signed by Chairman.

**17 19/081 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS**

JEAAC; ADALC; ASRA; JEAAC H&T; Twinning Association; Angmering Village Hall Committees & Littlehampton Health Services Advisory Group.

Cllr. Woodason commented that the Village Hall were still asking for an update to the APC Resilience Plan. This plan is still in the process of being updated but would be shared as soon as possible.

Cllr. Harris advised 40+ members of the Twinning Association were going to France this August.

Cllr. Verrinder gave an update on the Community Centre and advised that Val would be standing down as Centre Manager. The Trustees would like an APC Councillor as a representative for the Community Centre but there was still a question that the representative would also have to be a Trustee. Ideally, the APC Representative would have no voting rights and would not have to be a Trustee.

Action: Question re having to be a Trustee to be raised again.

Clerk

**18 19/082 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

- The Housing, Transport & Planning Committee meeting held on Tuesday 30 June 2019 – None.
- CLEW Committee meeting held on Wednesday 31 July 2019 – None.
- Governance & Oversight Committee held on Wednesday 7 August 2019 – None.

**19 19/083 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 Wednesday 9 September 2019 at 19:30.

**The meeting concluded at 20.23**

.....  
Chairman

Date..... 9/9/19

60