



Established 1894

Angmering Parish Council

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MINUTES OF THE ANNUAL MEETING OF ANGMERING PARISH COUNCIL HELD ON MONDAY 12 AUGUST 2024 AT THE ANGMERING VILLAGE HALL, KING SUITE

Present: Councillors Nikki Hamilton-Street (Chair), Sylvia Verrinder, Bill Hall, Alison Reigate (Vice Chair), John Oldfield, Paul Bicknell and David Marsh

In Attendance: Tracy Lees (Committee Clerk)

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	24/063	APOLOGIES FOR ABSENCE Apologies were received and approved for Cllrs. Alan Evans, Matthew Want, Norma Harris, Katie Herr (Clerk), WSCC Cllr. Deborah Urquhart and ADC Cllr. Andy Cooper. Apologies were not received for Cllr. Carey Bennett and ADC Councillor Amelia Worne so were therefore not approved.	
2	24/064	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Cllr. Reigate made a non-pecuniary interest in Item 16 as she helped set up the project.	
3	24/065	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 8 July 2024 were agreed by all and signed by the Chair.	
4	24/066	PUBLIC CONSULTATION No members of the public were present and no questions had been sent in.	
5	24/067	THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON: The Clerk was unable to attend tonight's meeting so the Chair talked through her report. Areas highlighted were the new Angmering Map, the Calendar Competition and the consultation for the new Sports Hub which is	

now closed. It was reported that a lot of responses had been received from the public regarding the Sports Hub and we now await the report. No questions were asked on the report itself.

Cllr. Bicknell wanted it minuted that he wished to thank the Clerk for contacting the National Highways re his concerns on Dover Lane exit on to the A27.

6 24/068 CHAIR'S REPORT

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

Cllr. Reigate commented that Village Flower and Produce Show was already booked for early July 2025.

The Chair finished by saying that at the recent Empowerment Awards that took place at The Angmering School had over 400 attending the event.

7 24/069 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

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

8 24/070 REPORT FROM THE ARUN DISTRICT COUNCILLORS

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

Cllr. Bicknell reported that the new CEO commenced their position last week.

9 24/071 FREEDOM OF INFORMATION POLICY 2024

The policy was discussed and any changes were noted and agreed.

RESOLUTION: Cllr. Reigate **PROPOSED** that the policy was adopted. Cllr. Verrinder **SECONDED** and **ALL AGREED**.

10 24/072 IT POLICY 2024

The policy was discussed and any changes were noted and agreed.

RESOLUTION: Cllr. Oldfield **PROPOSED** that the policy was adopted. Cllr. Bicknell **SECONDED** and **ALL AGREED**.

11 24/073 DOCUMENT RETENTION PLAN 2024

The policy was discussed and any changes were noted and agreed.

RESOLUTION: Cllr. Hall **PROPOSED** that the policy was adopted. Cllr. Bicknell **SECONDED** and **ALL AGREED**.

12 24/074 COMMUNITY ENGAGEMENT POLICY 2024

The policy was discussed and any changes were noted and agreed.

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

13 24/075 INVESTMENT POLICY 2024

The policy was discussed and agreed, there were no changes.

RESOLUTION: Cllr. Reigate **PROPOSED** that the policy was adopted. Cllr. Oldfield **SECONDED** and **ALL AGREED**.

Cllr. Bicknell asked that the definition of CCLA be written in full within Item 4, this has been done.

14 24/076 GENERAL RISK REGISTER & FINANCIAL RISK REGISTER

This item was deferred to the September meeting as the documents were not available to be reviewed prior to the meeting.

15 24/077 MAYFLOWER PARK CONTAINER CAFÉ OFFICIAL APPLICATION AND UPDATE

Before any discussion took place it was agreed by all present that any members of the public be excluded from this discussion, as per the agenda.

A full discussion then took place, several questions were asked and the Committee Clerk gave an update.

Cllr. Reigate wanted to congratulate the working group on the work that has been done so far.

The councillors were then asked to confirm the following:

RESOLUTION: Cllr. Verrinder **PROPOSED** that Councillors were happy to proceed with the project. Cllr. Reigate **SECONDED** and **ALL AGREED**.

RESOLUTION: Cllr. Reigate **PROPOSED** that Councillors confirmed the contents of the Official Application, Appendix 2. Cllr. Oldfield **SECONDED** and **ALL AGREED**.

16 24/078 COMMUNITY GRANT APPLICATIONS

The 2024/2025 budget for Community Grants is £5,000.

Four grants have been awarded so far this year, leaving an available budget of £3,800.00.

Grants submitted for consideration this month.

- Arun Community Transport – £400

After discussion the following was agreed:

RESOLUTION: Cllr. Verrinder **PROPOSED** that a sum of £200 was granted to Arun community Transport. Cllr. Bicknell **SECONDED** and **ALL AGREED**.

- St Barnabas House – £250

After discussion the following was agreed:

RESOLUTION: Cllr. Verrinder **PROPOSED** that a sum of £250 was granted to St Barnabas House. Cllr. Bicknell **SECONDED** and **ALL AGREED**.

- Arun and Chichester Food Partnership – £435

After discussion the following was agreed:

RESOLUTION: Cllr. Marsh **PROPOSED** that a sum of £435 was granted to Arun and Chichester Food Partnership. Cllr. Hall **SECONDED** and **6 AGREED** with **1 ABSTENTION** due to a non-pecuniary interest.

- 17 24/079 2024/2025 FINANCIAL REPORT**
The reports were presented, no questions were asked.
Cllr. Hall signed the reconciliations for July 2024.
- 18 24/080 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED**
Although absent from the meeting, Cllr. Norma Harris was thanked for her report regarding her and Cllr. Sylvia Verrinder’s trip to Ouistreham Riva Bella with the Twinning Association. It looks like a good time was had by all.
- 19 24/081 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**
The Planning and Infrastructure Committee – None.
CLEW Committee – None.
Governance & Oversight Committee – None.
- 20 24/082 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 9 September 2024** at 7:30pm in the King Suite, Angmering Village Hall.

The meeting concluded at 20.17.

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Chairman

Date.....