



Established 1894

Angmering Parish Council

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MINUTES OF THE OF ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 13 JULY 2020

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

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk)

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	20/045	APOLOGIES FOR ABSENCE Apologies were received and approved from West Sussex County Cllr. Deborah Urquhart and District Cllrs. Andy Cooper and Mike Clayden. Apologies were not received from Cllr. Paul Bicknell.	
2	20/046	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Declarations of pecuniary interest were received from Cllr. Woodason regarding Item 9 on the agenda.	
3	20/047	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 8 June 2020 were agreed by all and will subsequently be signed by the Chair.	
4	20/048	PUBLIC CONSULTATION No members of the public were present, or question sent in.	
5	20/049	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 Supporting Papers b) Any subsequent matters that have arisen since the agenda was set. None.	



The Clerk talked through her report. She mentioned the return of the CLEW and Governance meetings which would be recommencing on Wednesday 29 July for the CLEW meeting.

Angmering's Shop Local scheme is nearly ready to launch and has seen a lot of interest from local businesses.

Cllr. L Hamilton-Street asked for an update about the first item on the Action List, which was to 'obtain list of land ownership and maintenance responsibilities'. Due to the recent pandemic this had not been possible to progress but would now be re-looked at.

Action: Look into obtaining list of land ownership and maintenance responsibilities and report back at next meeting.

KH

6 20/050 CHAIRMAN'S REPORT

Cllr. N Hamilton-Street asked if there were any questions or comments regarding her report.

None were asked.

7 20/051 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Deborah Urquhart was unable to take part in the meeting.

No report received.

8 20/052 REPORT FROM THE ARUN DISTRICT COUNCILLORS

Cllrs. Andy Cooper and Mike Clayden were unable to take part in the meeting.

No reports received.

9 20/053 CHANDLERS DEVELOPMENT

The Clerk updated the committee on the current situation.

An informal meeting is due to take place in the coming weeks regarding the site and the Clerk will report back when more is known.

10 20/054 NEIGHBOURHOOD PLAN

The Clerk updated the committee on the report received as a result of the Housing Needs Survey. On reading it was noticed that it had used old figures and referenced other Parishes. The Neighbourhood Review Group met, an email was drafted and sent detailing APCs concerns and dissatisfaction along with a request for a meeting. Due to COVID-19 the household survey was held and will now require re-writing. Several concerns were raised regarding current data, timescales and changes to the Arun Local Plan

Cllr. N Hamilton-Street commented that she hoped to be able to update the committee by the September meeting.

11 20/055 IT POLICY

Cllr. N Hamilton-Street thanked Cllr. L Hamilton-Street and Tracy Lees for the work that had been done to update this policy.

Cllr. L Hamilton-Street explained that the policy needed to be reviewed mainly due to the laptops that were now being used by the staff in the APC Office as these had not been included in the policy before now.

Cllr. N Hamilton-Street commented that there were no outstanding questions and asked if the committee were happy to adopt the updated policy.

RESOLUTION: Cllr. Reigate **PROPOSED** that policy was adopted, Cllr. Jones **SECONDED** and **ALL AGREED**.

12 20/056 BLENHEIM PLAY AREA – BRAMLEY GREEN

Cllr. N Hamilton-Street gave an overview and the background to this play area. She explained that a small group had virtually met with the preferred design supplier to ask further questions and obtain a rationale on why certain items/materials had been suggested. It was reported that the supplier had come across very well. Cllrs. Reigate and Woodason commented that they were both very happy with the answers received to their questions and would be happy to choose this supplier.

Cllr. Verrinder asked about the lack of a swing, Cllr. N Hamilton-Street explained that lack of space in the play park made this impossible to include and that ones were available at parks nearby.

Cllr. N Hamilton-Street asked the committee if there were any other proposals for alternative designs. There were none.

Cllr. N Hamilton-Street asked if anyone would like to propose a quote. Cllr. Woodason commented she would like to propose Quote 3.

RESOLUTION: Cllr. Woodason **PROPOSED** that APC should go ahead with Quote 3, Cllr. Harris **SECONDED** and **10 COUNCILLORS AGREED** and **1 COUNCILLOR** voted against.

Action: Advise the supplier of Quote 3 that APC wish to go ahead with their design. TL

Action: The next CLEW agenda to include how we are able to celebrate opening the park and how to advise the local residents of APCs plans for this area. TL

13 20/057 PLAY PARK STRATERGY

Cllr. N Hamilton-Street asked if any comments had been received regarding the Play Park Strategy. The Clerk advised nothing had been received.

Cllr. N Hamilton-Street gave an overview of the Strategy and how the Priority Matrix could be used by the CLEW committee.

Cllr. N Hamilton-Street asked if anyone would like to propose to adopt the Play Park Strategy.

RESOLUTION: Cllr. Marsh **PROPOSED** that APC should adopt the Play Park Strategy, Cllr. Woodason **SECONDED** and **ALL AGREED**.

14 20/058 LAND SWAP WITH WEST SUSSEX COUNTY COUNCIL

Cllr. N Hamilton-Street reminded the committee of where the land was for the proposed Primary School. The Clerk referred the committee to the



report that had been put together. She explained that due to the number of covenants on APC land, costs involved and various other issues the figures drawn up 4 years ago would no longer cover the amount needed to undertake this land swap. The Clerk also commented that WSCC had confirmed that they can fit the proposed Primary School and playing fields into the land they already own.

Cllr. N Hamilton-Street advised that APC needed to formally agree as a council that they are happy not to pursue the land swap any longer.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that APC stop the Land Swap, Cllr. Oldfield **SECONDED** and **ALL AGREED**.

15 20/059 COMMUNITY GRANT APPLICATIONS

One grant application had been received in time to be heard at this meeting.

An application for a grant has been received from **Arun Community Transport** for the sum of £500-£750. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £500 should be given.

RESOLUTION: Cllr. Jones **PROPOSED** that a sum of £500.00 was granted to Arun Community Transport, Cllr. Evans **SECONDED** and **ALL AGREED**.

A further discussion then took place regarding how APC could help promote this service.

Action: APC will contact Arun Community Trust and investigate how they can help promote the service.

KH

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £2,640.00.

16 20/060 2020/2021 FINANCIAL REPORT

The Clerk presented the report, no questions were asked.

Cllr. Woodason agreed to sign the bank reconciliation for June 2020 and will attend the APC Offices to sign the reconciliation the following day as this is a virtual meeting.

17 20/061 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None.

The Clerk commented that Cllr. Verrinder had sent in a report and this had been included in the Supporting Papers under notes on other meetings attended. Cllr. Verrinder gave an overview of her report and will share the minutes of the meeting when available. She also advised that the next meeting will be taking place on Tuesday 22 September.

18 20/062 **QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

- The Housing, Transport & Planning Committee meeting held on Tuesday 30 June 2020.
Cllr. Marsh asked if the APC office could provide maps/plans of all the driveways around Weavers Hill/High Street as he, Cllr. Oldfield and Cllr. Jones will be looking at the area regarding potential traffic issues.
Action: Maps/plans to be produced in A3 size.

KH

Cllr. Verrinder made a comment regarding signage on Dappers Lane.
Cllr. N Hamilton-Street asked that this was added to the next HTP agenda.

Action: Add Dappers Lane signage to next HTP agenda.

KH/TG

- CLEW Committee – Next meeting will take place as a virtual meeting on Wednesday 29 July 2020 via Zoom.
- Governance & Oversight Committee – Next meeting will take place as a virtual meeting on Wednesday 5 August 2020 via Zoom.

20/063 **TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

The Clerk commented on an email received from Mr Tony Cross regarding Community Land Trust Housing on Mayflower Way. The email will be forwarded to all councillors and included on the August agenda.

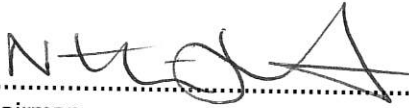
Action: Send email to all councillors and add to August agenda.

KH

20/064 **DATE OF NEXT MEETING**

The Committee's next meeting will be virtual meeting on Monday 13 July at 14:00 via Zoom.

The meeting concluded at 14:58.


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Chairman

Date.....11/8/2020