



Established 1894

Angmering Parish Council

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MINUTES OF THE OF ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 14 SEPTEMBER 2020

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

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), and one member of the public

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	20/083	APOLOGIES FOR ABSENCE Apologies were received and approved from West Sussex County Cllr. Deborah Urquhart, District Cllrs. Andy Cooper and Mike Clayden, Cllr. John Oldfield.	
2	20/084	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None.	
3	20/084	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 10 August 2020 were agreed by all and will subsequently be signed by the Chair.	
4	20/085	PUBLIC CONSULTATION The member of the public present asked 3 questions.	

Question 1 related to the resurfacing options for Cow Lane. The Clerk advised that options would not be available until the work relating to the flooding issues had been carried out. While there is no start date as yet APC is hoping the work will commence shortly.

Question 2 related to the cycle path in Rowan Way. APC have been liaising with WSCC as this path is their responsibility to maintain/repair. WSCC have visited the site and feel that no repairs are required at this time



however they will be putting up signage to warn of possible slippery surfaces. Members of the public are encouraged to contact WSCC via the Love West Sussex app or online reporting facility: <https://love.westsussex.gov.uk/reports/home> to report any issues or incidents.

Question 3 related to the CLEW minutes regarding Mayflower Park Improvements Ideas. The member of the public wanted to make sure the committee had taken into account the gravel area as this had been nominated as part of the call for sites in the Neighborhood plan. Cllr. N Hamilton-Street advised that she was aware of this. She also advised that this project was in the very first stages and was presently just gathering ideas for this area. Cllr. N Hamilton-Street will be keeping everyone updated and will be reporting back at future CLEW committee meetings.

5 **20/086 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:**

- a) The action list.
For the Action List see **Supporting Papers**
- b) Any subsequent matters that have arisen since the agenda was set.
None.

Cllr. Bicknell commented that a lot of the signage on Water Lane was still covered by overgrown foliage. The Clerk advised that this area had been nominated for the 'road clearing' scheme and APC were awaiting a response. APC had raised several requests with WSCC regarding this, but they are saying that this area does not need action, hence applying to the road clearing scheme.

Action: Chase for a response.

KH

6 **20/087 CHAIRMAN'S REPORT**

Cllr. N Hamilton-Street asked if there were any questions or comments regarding her report.
None were asked.

Cllr. Jones asked if there was an update regarding the porta cabin by Angmering School. Cllr. N Hamilton-Street advised she was meeting with the school tomorrow and would report back via email.

7 **20/088 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart was unable to attend the meeting but did email to say to let her know if there was anything we wished her to follow up on.

8 **20/089 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

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

Cllr. Cooper sent in the following report:

As we move forward with CV19 there seems to be no date set for our officers to return in full to the civic centre though you should be able to email or ring without any problems, the date for councillors to return to face to face meetings maybe next May but that will be confirmed at another date.



There are some meetings planned and a site visit relating to Cow Lane this week, I hope that we can get things moving on this matter after a very long delay. I will keep you all posted.

Full ADC council meeting is set for this coming Wednesday 16th and can be view via Zoom from the council website.

As we are all aware CV19 cases are on the increase and I would ask everyone to stay safe and follow the guidance as fully as possible. As always, I welcome contact from the council and residents relating to any issues you feel I can assist with as one of the District Councillors

The member of the public that was present at this meeting confirmed that he would be attending the Cow Lane meeting mentioned above.

Cllr. N Hamilton-Street asked the Clerk if an update from the Cow Lane meeting could be obtained from Cllr. Cooper so it could be circulated.

Action: Ask for an update after the meeting has taken place and circulate.

KH

9 20/090 NEIGHBOURHOOD PLAN

The Clerk confirmed that the Neighbourhood Plan was still currently on hold.

The Clerk went on to advise the committee that training would soon be available on how to use and quote the Neighbourhood Plan when dealing with planning applications etc. which will enable APC to respond more factually. When dates and times are available these will be shared with the committee.

10 20/091. INSURANCE RENEWAL 2020-2021

Cllr. N Hamilton-Street asked if there were any questions regarding the renewal.

Cllr. Bicknell asked about 3rd party liability and who was covered. The Clerk answered his question and confirmed that all were covered to the same value. A short discussion followed.

Cllr. N Hamilton-Street asked if the committee were in agreement with the insurance renewal quote, which they were.

RESOLUTION: Cllr. Bicknell **PROPOSED** that the Insurance Renewal 2020-2021 quote was agreed, Cllr. Reigate **SECONDED** and **ALL AGREED.**

11 20/092 BUDGET CHANGES – 2020/2021

Cllr. N Hamilton-Street explained the background and that she and the Clerk had met to look at the impact Covid-19 had had on the budget. They had looked at things that will not now be taking place and were seeking the committee's approval for moving items around within the budget coding. Cllr. N Hamilton-Street asked if there were any questions.



Cllr. Bicknell asked about the earmarked reserves and if they were actually ring fenced. The Clerk confirmed they were reserves. No further questions were asked.

Cllr. N Hamilton-Street stated that confirmation was required to allow the Clerk to move the budget and the earmarked reserves around as per the recommendations.

RESOLUTION: Cllr. Jones **PROPOSED** that the Clerk be allowed to move the budget and earmarked reserves as per the recommendations, Cllr. Marsh **SECONDED** and **ALL AGREED**.

12 20/093 COMMUNITY CENTRE GREEN SPACE – DIPS

Cllr. N Hamilton-Street referred the committee to the supporting paper and talked through the options/quotes received. She finished by commenting that there was no guarantee that the dips would not appear in the future as it was simply not possible to make this kind of guarantee.

A lengthy discussion then took place with all councillors expressing their concerns and the course of action they would take, however all agreed that the dips should be turfed rather than seeded and action did need to be taken as soon as possible. The discussion ended with the agreement of all, except Cllr. A Evans, that the APC Office should investigate the costs for boreholes in two places to find out what was under the ground before the filing in of the dips should take place.

Action: Find companies and obtain quotes for boreholes and report back at next meeting.

TL

During the above discussion Cllr. A Evans mentioned the condition of the Dragons Teeth and the effect strimming of the grass was having on them around the community centre. Cllr. N Hamilton-Street asked if this issue could be brought to the next CLEW committee meeting.

Action: Add to the CLEW agenda for September.

AR / TL

Cllr. L Hamilton-Street was very concerned about one of the dips and asked if the Groundsman would be able to fill this with soil in the interim, this was agreed.

Action: Speak with the Groundsman to arrange this.

Cllr. LHS

13 20/094 MAYFLOWER PARK DRAIN

Cllr. N Hamilton-Street and the Clerk talked through the supporting paper, explaining the background on why this needed to be fixed and the difference in the quotes. A discussion then took place.

After discussion it was agreed that a repair to the area affected should be done rather than replacing the whole lining. It was agreed by all present that the repair work should be awarded to contractor 2. The Clerk advised that this work would be carried out next year as it was not currently budgeted for and was not an urgent issue.



RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that contractor 2 be appointed to undertake a repair to the affected area, Cllr. Marsh **SECONDED** and **ALL AGREED**.

Action: Inform contractor 2 that they had been successful with their quote and book a date for the repair to take place in 2021.

TL

14 20/095 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 **4SIGHT** for the sum of £250.00. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £250.00 should be given.

RESOLUTION: Cllr. Jones **PROPOSED** that a sum of £250.00 was granted to 4SIGHT, Cllr. L Hamilton-Street **SECONDED** and **ALL AGREED**.

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £2,140.00 once the above grant has been issued.

15 20/096 2020/2021 FINANCIAL REPORT

The Clerk presented the report, no questions were asked regarding the report.

Cllr. A Evans agreed to sign the bank reconciliation for August 2020 and will attend the APC Offices to sign the reconciliation as this is a virtual meeting.

16 20/097 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None.

17 20/098 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 1 September 2020 via Zoom – None.
- CLEW Committee – held on Wednesday 26 August 2020 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 5 August 2020 via Zoom – None.

20/099 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

The Clerk mentioned that APC had received a very nice message from the Vice Chair from Barnham Parish Council congratulating APC on the installation of the hand sanitiser units around the village and also for the shopping map.



Before the meeting closed it was confirmed that Sharlan Woodason had resigned from her position of Councillor. All Councillors wanted to thank and acknowledge the work that Sharlan had done during her time as a Councillor with APC.

The following message was posted earlier on the APC Facebook page:
On behalf of all staff and councillors - thank you Sharlan for everything you have done in your time on the council and we wish you every success in the future.

DATE OF NEXT MEETING

The Committee's next meeting will be virtual meeting on **Monday 12 October** at 19:00 via Zoom.

The meeting concluded at 19:57.

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Chairman

Date.....13.10.2020