



Established 1894

Angmering Parish Council

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

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

In Attendance: Katie Herr (Clerk), Tracy Lees (Committee Clerk), West Sussex County Cllr. Deborah Urquhart and one member of the public was present for Item 10 only.

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; Sussex & Surrey Association of Local Councils – SSLAC.

| AGENDA ITEM | MINUTE NO. | AGENDA POINT | ACTION FOR |
|-------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 1 | 20/140 | APOLOGIES FOR ABSENCE Apologies were received and approved for Cllr. Paul Bicknell. Apologies were not received or approved for District Cllrs. Andy Cooper and Mike Clayden. | |
| 2 | 20/141 | DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. Cllr. Verrinder stated a non-pecuniary interest with anything concerning the Community Centre. No other pecuniary or non-pecuniary interests were made. | |
| 3 | 20/142 | APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 9 November 2020 were agreed by all and will subsequently be signed by the Chair. | |
| 4 | 20/143 | PUBLIC CONSULTATION No members of the public were present, and no questions had been sent in. | |
| 5 | 20/144 | 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.

The Clerk talked through the supporting papers and advised that no updates were needed. No questions were asked.

The APC Office will be closed over the Christmas period and the Clerk advised how this would be advertised along with links to relevant bodies that would be able to help during this time.

Due to the bad weather a number of memory tags have come off the large tree in the village square, the APC Office staff were in the process of re-attaching them.

Angmering will appear in Country File a BBC TV show which will air on Sunday 20 December – time to be confirmed by the Clerk and will be shared via social media.

Action: Check broadcast time of Country File and post on social media.

KH

Cllr. L Hamilton-Street asked about grass cutting and who was responsible for cutting each area. He wanted to know if this had been confirmed, the Committee Clerk confirmed that this was now confirmed. It was agreed to remove this from the action list.

Action: Remove this item from the action list.

KH

6 20/145 CHAIRMAN'S REPORT

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

Cllr. A Evans wanted to echo the last paragraph of the report which stated:
I would like to finish this report by recognising the hard work that has been undertaken and achieved in these unprecedented times. The Parish Council has been at the centre of the activities, and the Clerk and her team have been a positive face for residents to turn to in their time of need and uncertainty. Thank you everyone for what you have done, however big or small.

7 20/146 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

Cllr. Urquhart wanted to add her thanks to the APC Office staff and Councillors for going above and beyond during the past months.

She commented that a white Christmas has been predicted and that WSCC have enough grit for all roads in the area.

It was reported that WSCC are still very busy dealing with COVID-19 issues and now the vaccine roll-out. They are also in the process of finishing the budget process that they have to follow every year.

They are working with local committees regarding adopting roadside verges and rewilding, 19 have expressed an interest in taking part.

Cllr. A Evans asked about the paint used for the Angmering Footbridge and if this could be used in other areas such as play parks and if other councils



would be using it. Cllr. Urquhart was unable to answer but will report back at a future meeting.

Action: Investigate if the paint can be used elsewhere and report back.

DU

Cllr. R Evans commented that he had reported a verge issue on the 'love clean streets' app but had not had a proper response. Cllr. Urquhart said she would investigate and report back.

Action: Investigate Cllr. R Evans issue and report back.

DU

Cllr. Urquhart left the meeting at 19.19.

8 **20/147 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllrs. Cooper and Clayden were not in attendance and no report had been submitted.

9 **20/148 NEIGHBOURHOOD PLAN**

The Clerk confirmed there had been no updates and this was still on hold awaiting information from ADC.

10 **20/149 OPERATION WATERSHED FUNDING – SWILLAGE LANE POND**

The Clerk explained the background and who had been contacted to seek advice. At first look this area did not qualify for Operation Watershed funding however on further investigation as this pond drains into other areas of the village which in turn could cause flooding elsewhere this may be a way forward to secure funding to elevate future problems for the village as a whole.

Cllr. N Hamilton-Street asked if there were any questions and a discussion took place. Cllr. L Hamilton-Street was keen not to take any opportunities away from Honey Lane, the Clerk confirmed this would not happen and in fact APC were being encouraged to apply for multiple funding opportunities as each one is dealt with individually. During the conversation it was agreed that the Clerk should investigate what was happening with the Honey Lane project.

Action: Chase information on the Honey Lane project and report back.

KH

At this point a member of the public joined the meeting, unfortunately the member of the public could not be heard as they were experiencing IT issues. Eventually after about 10 minutes the member of the public sorted the IT issues and advised that they had heard what had been discussed and was happy with the outcome so far.

Cllr. N Hamilton-Street said the APC need to decide whether they should start the process for Operation Watershed funding for the Swillage Lane Pond and associated areas. All agreed that the APC Office should start preliminary investigations as long as this would not impact on the Honey Lane project.

Action: The Clerk to check that Swillage Lane Pond would not affect the Honey Lane project and report back.

KH

The member of the public left the meeting at 19:30.



11 20/150 NOTICE OF CONCLUSION OF ANNUAL AUDIT

The Clerk advised that this item was on the agenda as it had to be noted at a Full Council meeting.

Cllr. N Hamilton-Street asked if there were any questions, none were asked.

Cllr. N Hamilton-Street congratulated the Clerk on the positive outcome of the audit.

12 20/151 INTERIM INTERNAL AUDIT REPORT

The Clerk confirmed there were no issues.

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

The Council confirmed receipt of the report and noted the outcomes.

13 20/152 SURVEY RESULTS – ANGMERING COMMUNITY FACILITIES AND SERVICES, NOW AND IN THE FUTURE

Cllr. N Hamilton-Street explained the background of the survey and how it was linked to the APC plans for the future. She then invited any questions.

Cllr. A Evans commented that he thought the survey was excellent and was impressed with the survey getting 294 responses.

Cllr. N Hamilton-Street commented that APC should consider doing this type of survey annually. The Clerk advised that some gaps had already been identified and that certain age groups were not represented as much as others.

Cllr. R Evans asked if some feedback could be shared with a pupil doing a project regarding library use. This was agreed and the Clerk will pull this information out and send to Cllr. R Evans to pass on.

Action: Send requested information to Cllr. R Evans to pass on.

KH

14 20/153 ANGMERING COMMUNITY CENTRE ACCOUNTS 2019 – 2020

Cllr. Verrinder reminded the committee that she was a trustee of the Community Centre and therefore had a non-pecuniary interest.

Cllr. Marsh commented on the wording used to describe the situation regarding the repair of the main hall floor and that this was not an accurate account of what had happened. All agreed.

The Clerk gave an overview of what had actually happened and confirmed that the Community Centre had offered to pay for half the cost of the repairs.

Other examples of how the floor had been damaged by different groups using the hall were given.

Cllr. N Hamilton-Street asked if APC could write back and state that while APC accept the report we would like to confirm that there was never any dispute from APC. The Clerk will write back to the Chair of the Community Centre.



Action: Letter to be written to the Chair of the Community Centre regarding the repair of the main hall's floor.

KH

The point about an APC councillor being able to attend the Community Centre committee meetings was raised and Cllr. N Hamilton-Street will talk to the Chair of the Community Centre and raise this question again.

Action: Speak to the Community Centre Chair regarding an APC councillor attending their meetings.

NHS

15 20/154 **COMMUNITY GRANT APPLICATIONS**

Two grant applications had been received in time to be heard at this meeting.

An application for a grant has been received from the **Citizens Advice Bureau** for the sum of £500.00. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £500.00 should be given.

RESOLUTION: Cllr. Marsh **PROPOSED** that a sum of £500.00 was granted to the Citizens Advice Bureau, Cllr. Oldfield **SECONDED**, **10 AGREED** and **1 ABSTAINED**.

An application for a grant has been received from **Victim Support** for the sum of £150.00. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £150.00 should be given.

RESOLUTION: Cllr. Verrinder **PROPOSED** that a sum of £150.00 was granted to Victim Support, Cllr. Jones **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 after these grants have been given is £1,036.40.

16 20/155 **2020/2021 FINANCIAL REPORT**

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

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

17 20/156 **QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS**

Cllr. N Hamilton-Street mentioned that Cllr. Oldfield had attended the recent Development Control meeting at ADC.

Cllr. R Evans said he was disappointed that the two ADC Councillors had not attended this meeting as he had some questions that he wished to ask. Cllr.



N Hamilton-Street asked Cllr. R Evans to formulate his questions and send to the Clerk so she can forward them on, he agreed.

Cllr. Verrinder advised that she and Cllr. L Hamilton-Street had attended the recent SDNP workshop on their master plan. Cllr. Verrinder offered to send through the report she had received so all could view it.

Action: Send SDNP Master Plan report to the Clerk so she may distribute it to all councillors.

SV/KH

Cllr. Oldfield commented that he and Cllr. N Hamilton-Street had already spoken directly with District Cllr. Cooper that APC were extremely disappointed that they had no representation at the Development Control Committee. Cllr. Coopers comments to this were confusing and further investigation will be sought. A letter has already been drafted and sent. A discussion then took place. The main concern was that all District Councillors should be taking responsibility for APC and this was not happening at a level that APC required.

18 20/157 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 24 November 2020 via Zoom.
Dappers Lane Approval - Cllr. R Evans asked about S106 monies, Cllr. N Hamilton-Street said S106 money was attached to all the strategic developments in Angmering. The Clerk explained the new plan that APC would be following regarding putting suggestions forward for S106/CIL contributions from potential developments.
It was stated that there was approximately £1,000,000 in the pot for health care improvements in Angmering. Risk of this money being given back to developer if not spent.
Cllr. Marsh asked if a letter should be written to Andrew Griffiths, APCs MP with APCs concerns. Cllr. N Hamilton-Street advised letters had already been written regarding various matters, but no response has been received however APC will contact him again.
- CLEW Committee – held on Wednesday 25 November 2020 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 4 November 2020 via Zoom – None.

20/158 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 virtual meeting on **Monday 11 January 2021** at 19:00 via Zoom.

The meeting concluded at 20:12.

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Chairman

Date.....12/01/2021