



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
Website: www.angmeringparishcouncil.gov.uk

MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN THE KING SUITE OF THE ANGMERING VILLAGE HALL ON MONDAY 12 SEPTEMBER 2016

Present: Councillors Bill Evans; Susan Francis (Chairman); Lee Hamilton-Street; Nikki Hamilton-Street; Norma Harris; Mike Hill-Smith; Mike Jones; Steven Mountain; John Oldfield; Roger Phelon; Peter Thompson.

In Attendance: Rob Martin, Parish Clerk; Paul Barley, Deputy Clerk; two members of the public.

Action

16/090 APOLOGIES FOR ABSENCE
Apologies for absence had been received from County Councillor Deborah Urquhart, and District Councillors Dudley Wensley and Andy Cooper.

16/091 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA
None.

16/092 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 AUGUST 2016
The minutes of the Parish Council Meeting held on 8 August 2016 were **AGREED** as a correct record and signed by the Chairman.

16/093 CO-OPTION OF COUNCILLOR
The Chairman was pleased to note that four applications had been received, although two had subsequently been withdrawn. The Chairman expressed thanks to all those who had taken the time to submit co-option applications, and to the selection panel who had interviewed three of the four applicants.

Councillor Oldfield noted that it had become apparent from the selection panel's discussions with candidates that one candidate in particular had expertise in youth matters and the selection panel had reported to Councillors on its findings prior to the meeting in accordance with that.

On the basis of this, it was proposed that David Marsh be co-opted as a Parish Councillor and on a show of hands this was unanimously **AGREED**.

Councillor Marsh proceeded to sign the Councillor Code of Conduct and took his seat among the Councillors.

16/094 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA
The Clerk referred to the action list drawn up following the previous month's meeting and noted that this would form the substance of his

report henceforth. Questions and comments were invited.

Councillor Mountain noted, in connection with minute 16/063 from the 11 July Parish Council meeting, that he would be meeting the new Angmering School headteacher in the coming week and would follow up the suggestion made with regard to the school's involvement.

16/095

CHAIRMAN'S REPORT

The Chairman referred to her report, circulated prior to the meeting, and reproduced below:

"The Twinning Association celebrated its 40th anniversary last month with a visit from Ouistreham Riva Bella's Mayor and Twinning Association. I had the privilege of being part of this celebration weekend.

"All the shops and the Lamb Pub joined in to welcome the French by hanging out the bunting, the two village flags flew from the flag pole, thank you Roger Miles, the library and community centre had exhibitions for everyone to see, compiled and presented by Gill and Guy Partington, a great deal of hard work had gone into these.

"The weekend was excellent, with a formal meal at Ham Manor Golf Club on Friday where the Parish Council presented a cut glass vase to the Mayor and his wife for their recent marriage and a Red Standard Rose, called Ruby Anniversary, for the civic celebration. The rose will be planted in 'Square Angmering', the area that celebrates the Twinning with Angmering. Angmering Twinning Association presented a special celebration paperweight to all the members from Ouistreham Riva Bella and one to the Parish Council. The Mayor and President of Ouistreham Twinning Association presented a spectacular trophy to the Parish and Twinning Association, that had been specially made showing England and France, Ouistreham and Angmering and two figures symbolising friendship: this was placed in the library for all to see.

"On the Saturday a lunch for everyone was held at Ecclesden Manor, by kind invitation of Mrs Sue Holland, to which were also invited two signatories of the original Oath (now on permanent display in the library) and past officers of the Association. A celebration cake was cut by the oldest and youngest members and a toast drunk with a glass of Cava.

"In the evening there was a boat trip from Itchenor around Chichester harbour, up the Bosham channel and down to Thorney. The sunset gave a perfect setting for the guests, just as if it wanted to impress.

"Finally, on Sunday morning, twinning members and a large number of specially invited guests from all around the parish met on the Green for the Presentation of the planter by the Chairman of Arun District Council on behalf of the Angmering Twinning Association to the Parish. The Twinning Association thanked Angmering Parish Council and JEEAC Community Funding for grants towards the cost of the planter and Lower Trees Nursery for the plants. Back to the village hall for tea and cakes and St Margaret's church bells rang in celebration.

"The French departed exhausted but very happy with old friendships renewed and new friendships made, the associations expanded and cemented for the future.

"Many congratulations to the Twinning Association for all their hard work and for achieving such a successful weekend.

The Chairman noted that since the preparation of her report she had

attended the JEEAC Committee meeting, from which there were various key matters to report.

A284 Lyminster bypass: The funding for this was coming in part from Section 106 monies from nearby new housing developments. These developments had encountered technical difficulties in that the sewerage provision had been found to be inadequate, and as a result no further building would be permitted until this had been resolved with Southern Water.

As a consequence, construction of the southern section of the A284 would now be delayed by at least 12 months, and the commencement of works on the northern section would also be pushed back. The A259 works had been timetabled so as to link with the A284 works but that would now need to be revisited.

A259 route improvement scheme: A presentation had been given on the A259 route improvement scheme, which had focused on the changes made as a result of the consultation – these were such that a revised scheme would be consulted upon early next year, with a view to construction starting in the 2017/18 financial year.

One of the most significant changes was that a left-turn filter lane was now being proposed for the A259/A280 roundabout, to facilitate traffic movements from the westbound A259 into Old Worthing Road. This had previously been ruled out.

Area Committee rationalisation: the three current Area Committees were to be reduced to two, and it was currently believed that the Joint Downland committee would be absorbed into the Eastern and Western Arun committees. A north-south division had been proposed by WSCC but this had been unanimously rejected by those present.

The Chairman noted that County Councillor Urquhart had urged support for the campaign to retain West Sussex Fire & Rescue Service within WSCC, as opposed to control of the Service passing to the Police and Crime Commissioner for Sussex.

The Chairman advised that the Village Hall Trustees Meeting had been postponed to 27 September 2016. Councillor Nikki Hamilton-Street asked that the Chairman please pass on appreciation for the new benches outside the Hall, which looked very good.

The Chairman noted that she and Councillor Harris had attended the Rustington Thanksgiving celebration in the week prior to the meeting.

The Chairman adjourned the meeting for public consultation.

16/096

PUBLIC CONSULTATION

The members of the public present had no questions.

The meeting reconvened.

16/097

REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

County Councillor Urquhart had presented her apologies for the meeting. She had e-mailed the Parish Office to advise of the following:

The Traffic Management Scheme (in whatever form it finally materialised) was now scheduled for the 2017/18 financial year, when developer contributions should have been received, and prior to any work being done on the A259.

As for other WSCC issues, the big two were:

- 1) The A27 consultation response to the Chichester section upgrade. It is currently anticipated that there will be a consultation on Arundel and Worthing sections in the Spring of 2017.
- 2) The 'Safer In Our Hands' campaign to keep the Fire & Rescue Service as an integral part of the County Council and not be transferred to the Police & Crime Commissioner (as noted by the Chairman).

Councillor Lee Hamilton-Street confirmed that a Bill was currently going through Parliament to allow Police and Crime Commissioners to take over fire services.

16/098

REPORTS FROM THE ARUN DISTRICT COUNCILLORS

District Councillors Wensley and Cooper had presented their apologies for the meeting.

16/099

MATTERS OF CONCERN FOR SUSSEX POLICE

The Chairman noted that it was now apparent that the Parish Council would no longer have a Police presence at monthly meetings. Consideration needed to be given to what the Parish Council wanted to do about this.

The Clerk noted that it might be worth setting up a meeting with the Anti-Social Behaviour team, based in Bognor, and asking questions.

Councillor Nikki Hamilton-Street noted that public safety came under the remit of the CLEW Committee; as regards the Anti-Social Behaviour Team, there was an action point in this regard from the 8 August meeting.

The Chairman noted that Sergeant Chris Pipkin had been present at the last JEAAC meeting and the questions that had been put to him by those attending the meeting had been, put bluntly, a complete waste of his time.

The Clerk noted that a primary area of concern was the number of crimes that were reported but not actioned, being closed down on the initial telephone call to 101, or shortly thereafter.

Councillor Bicknell noted that meetings used to be held between Parish Councils and all the blue-light services. Was it possible to look at re-establishing those?

The Chairman noted that this had previously been a matter for ADALC.

Councillor Jones stated that the Police needed to explain why they were downgrading crimes. Our reports were not even getting on the neighbourhood bulletins. Patrols that were ostensibly being made to the skate park consisted of officer driving to the bottom of Rowan Way, not even getting out of the car, and driving away again. This was not sufficient.

The Clerk noted that the Parish Council needed police support in order access the Police and Crime Commissioner's crime prevention fund. This was a matter for the CLEW Committee to take forward. The Parish Office was more than happy to discuss matter with the Anti-Social Behaviour Team but they had already made it very clear that they were not keen on going to evening meetings.

Following brief further discussion, on a proposal by Councillor Bicknell, seconded by Councillor Thompson, it was unanimously **AGREED** that Police matters be removed from the time being from the Parish Council's meeting agendas and referred to the CLEW Committee.

Office

16/100

2017/2018 BUDGET & PRECEPT

The Clerk referred to his detailed report, circulated prior to the meeting, and noted that the Parish Council had to provide a precept requirement to ADC by mid-January 2017. A fair amount of work was required on the detail of the numbers, some of which had been done in collaboration with the Governance and Oversight Committee and Councillors Thompson and Lee Hamilton-Street.

The Clerk explained that the suggestion for the Parish Council was that at the October meeting of the Parish Council, a presentation would be given on the current position, with suggestions for future requirements, with a view to getting something more detailed in front of the Governance and Oversight Committee at its next meeting on 2 November. This would give the Parish Council two months after that to put the detailed budget and precept requirements together. The idea was that everyone would be happy by mid-January 2017 that the precept figure proposed was the right one.

Councillor Thompson noted that it might be worth bringing the Governance and Oversight Committee's meeting forward.

The Clerk noted that this could be discussed in due course.

Councillor Bicknell asked what steps would be taken to ensure that the Parish Council would be working on the right tax base figure.

The Clerk noted that the new tax base figure would be known in November 2016. The slight complication was that there would obviously be new occupations of newly-completed houses between November 2016 and the end of March 2017, but that there was no mechanism for adjustment of the tax base to take account of this.

Following brief further discussion it was unanimously **AGREED** that the matter be referred to the Governance and Oversight Committee for further consideration.

Office/GOC

16/101

2015/2016 CLOSURE OF ACCOUNTS

The Clerk noted that the rules had been changed retrospectively so that investments for 12 months were now shown as long-term rather than short-term. It was noted that this ran entirely contrary to established accounting principles, but that fact appeared not to have troubled HM Government.

The position was noted.

16/102

PLAY AREA REFURBISHMENT

Councillor Phelon, as Chairman of the Communities, Leisure, Environment and Well-Being (CLEW) Committee explained that the Committee had considered a quotation for work said to be required on the play equipment in the Parish Council play areas.

The quotation had come from Vita Play, following the annual inspection by a separate company, and amounted to more than £50,000. The CLEW Committee had taken the view that there were only some items on the list that needed to be carried out now, which incorporated all identified health

and safety issues, the replacement of broken nets on the Russet Play Area and rot damage to swings on the Braeburn site.

In the Vita Play quotation these items amounted to around £5,000, but the general belief was that these quotations were higher than needed. Councillor Thompson had carried out a separate exercise for a report to the Governance and Oversight Committee on the financing of such work, and had independently reached a similar conclusion about the items that need attention now.

The proposal was to look to replace the large items detailed in the report already circulated to Councillors, but to undertake this work only after further quotations had been obtained, and having ensured that the other smaller matters were dealt with either by contract or by other local means.

The Clerk noted that in order to achieve this, authority was sought to use up to £5,000 of the maintenance reserve to do the larger items, with the normal ongoing budget being used for the cost of the minor items.

The Deputy Clerk noted that comments were now being received from members of the public about the state of repair of certain items of equipment.

On a proposal by Councillor Phelon, seconded by Councillor Thompson: That the CLEW Committee be given powers to expend up to £5,000 on repairs to play equipment – unanimously **AGREED**.

16/103

COMMUNITY GRANT APPLICATIONS

The Chairman noted that there were two matters requiring consideration:

- a) A grant application received from Arun Co-ordinated Community Transport in the sum of £600;
- b) A letter from Mrs Booker, formerly the Chairman of the Angmering Royal British Legion Women's Group asking about the future arrangements for providing flowers on the War Memorial.

The 2016/2017 budget for Community Grants is £3,000 and grants allocated to date amount to £421, which would leave a balance available of £1,979 if the application above is accepted in full.

Concerning grant application, Councillor Nikki Hamilton-Street queried the passenger numbers provided – it appeared that these had dropped quite significantly in the past 12 months.

Councillor Phelon noted that this was down to more sophisticated (and hence more accurate) methods of calculation.

Councillor Bicknell noted that he was happy to award a grant but the amount requested needed to be clarified – the supporting paperwork indicated that the amount sought was £500, rather than £600.

Councillor Mountain noted that the passenger numbers should henceforth record total journeys.

On a proposal by Councillor Mountain, seconded by Councillor Bicknell: That a grant be awarded to Arun Co-ordinated Community Transport in the sum of £500 – **AGREED** by 12 votes in favour, with the abstention of Councillor Nikki Hamilton-Street.

With regard to the war memorial flowers, the Chairman explained the

background to the current positions, which was that the Parish Council had, some number of years previously, asked the Royal British Legion women's section to arrange for flowers to be displayed on the war memorial, and an allowance of £300 per annum had been made, paid retrospectively. However, the Legion's women's sections were being disbanded nationwide. The Parish Council needed now to agree on how this matter was to be taken forward.

Councillor Mountain noted that there was a need to ensure that the Parish Council followed the correct procedure. Whatever successor body it was that might take over from the Legion might well need to fill out a grant application.

Councillor Bicknell noted that, historically, the Legion had been funding the flowers themselves but could no longer afford to do so, which was why the Parish Council had become involved. It had been established that the value received was considerably greater than the outlay, when compared with the cost of approaching a florist.

On a proposal by the Chairman, seconded by Councillor Harris: That funds be allowed in the sum of £300 for maintenance of flowers on the war memorial, in accordance with the request from Mrs Booker – unanimously **AGREED.**

It was noted that the budget for Community Grants would need to be adjusted for the following year in order to take account of this decision.

16/104

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

- a) The ASRA Joint; Library; and St Nicholas' Working Parties, and
- b) JDAC; JEAAC; ADALC; ASRA; JEAAC H&T; Twinning Association; Angmering Village Hall Committees & Littlehampton Health Services Advisory Group

ADALC: the Chairman noted that the Association was due to meet this coming week, as per documentation circulated by the Parish Office.

Councillor Bicknell expressed dissatisfaction with the typeface used for the documents, and noted that this did not accord with generally accepted standards for legibility.

ASRA: Councillor Phélon's report was noted.

JEAAC Highways & Transport: Councillor Mountain noted the following:

- 1) County Councillor James Walsh was apparently most unhappy about the linkage of the A284 and A259 projects – this had not been agreed by County Councillors. It has been agreed that the A259 route improvement scheme was by far the greater priority.
- 2) Concerning the proposed Traffic Management Scheme, Ben Whiffin had promised to chase up the amendments discussed and agreed at the Highways Sub-Committee's meeting on 11 August 2016.
- 3) Windmill Bridge junction – the additional signage installed to dissuade motorists for making illegal right turns onto the eastbound A259 from the left-hand lane had been noted as being wholly inadequate and was to be revisited.

4) Pedestrian crossing lights at South Drive – these had been requested to be looked at following a series of near misses. Work had been done to reposition the lights controlling the right turn lane into Sainsbury's and the retail park. The lights had also been linked so that the crossing would not go green for pedestrians if the turn lane lights were green. The traffic light engineers had acted quickly on this, which was good.

Councillor Bicknell noted that consideration ought to be given to installing spiral markings at the Windmill Bridge roundabout.

Councillor Evans noted that similar considerations applied at the Station Road roundabout.

Councillor Mountain noted that the working group had asked for a yellow hatched box at the bottom of Station Road, in place of the widely-ignored "keep clear" markings. This was due to be put in place soon and did not require a TRO.

Councillor Bicknell asked if there was any further progress on completing the double-yellow lines in Station Road double yellows.

Councillor Mountain noted that there was, for some reason, a county-wide moratorium on these at the moment. Apparently a plan was to be drawn up to cover all requests and suggestions for these across the county. Nothing would be done in the meantime.

Health Services Advisory Group – it was noted that this was next due to meet on 24 September. There was to be an agenda item to ask how the money from developers was to be spent.

Councillor Mountain noted that the list at Angmering Medical Centre was now closed as it was full. There were not enough doctors in the practice. This itself followed the closure of the Arun Medical Group's surgeries in East Preston and Littlehampton.

Councillor Oldfield noted that there was at least £1m available from developments all round the District. Some of this money could have been used to recruit, but had not been.

16/105

QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

An opportunity to ask questions resulting from the already circulated minutes of the meetings of the following Committees:-

- a) The Housing, Transport & Planning Committee meetings held on 9 and 30 August 2016;
- b) The meeting of the Communities, Leisure, Environment & Well-Being Committee held on 31 August 2016.

Councillor Phelon repeated his earlier request for volunteers to look at for the Palmer Road sports hub scheme that had been suggested by Arun District Council. A meeting to discuss this had provisionally been scheduled for 13 October at 19:30, with the venue most likely to be Angmering Library. Councillors Lee Hamilton-Street and Thompson expressed an interest in this.

Councillor Bicknell asked whether there was any update on the recent vandalism suffered at Mayflower Park and the Recreation Ground. The Clerk noted that a group of individuals from Worthing were believed to be responsible; their identities were known, but the Police were not prepared to take any further action. It was apparent that the two locations had been targeted deliberately.

16/106 2016/2017 FINANCIAL REPORT

There were no questions.

16/107 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

16/108 DATE OF NEXT MEETING

The next scheduled Meeting of the Parish Council was on Monday 10 October 2016, at 7.30pm in the Village Hall.

The meeting finished at 21:06.

.....
Chairman

Date.....

ANGMERING PARISH COUNCIL ACTION LIST

Meeting Date	Minute No(s)	Title	Action Required	Action Taken	Further Action	Comments
11 July 2016	16/057 a)	Angmering Traffic Management Scheme	Further Discussion with WSCC	Meeting arranged	Advertise formal consultation process.	Final Scheme now received, Highways Sub-Committee 6 October 2016 considered
11 July 2016	16/057 b)	Community Centre Car Park	See project through to the end	Lineage painted and invoice paid Direction arrows painted Dragon's Teeth now installed	Landscaping Scheme being organised	Quotations being sought using scheme agreed with planners
11 July 2016	16/057 e)	Telephone Box	Continue to pressurise BT to replace	Emails sent to BT, no response	Keep in contact	Still waiting
11 July 2016	16/063	Twinning	Contact new Head Teacher at Angmering School	Await new Head Teacher		To promote school involvement
11 July 2016	16/065	Annual Fair planning team	Set up meetings to plan for next year	Yet to be set up	Set up meeting, arrange for feedback	
8 August 2016	16/081	Sussex Police	Ask whether Arun Safer Communities Team would come to a meeting		Not yet done	
8 August 2016	16/082	Community Land Trust	Draw up concept plan for a scheme on land in Mayflower Way, using £925 of Parish Council funding	Meeting on site with developer's agent reaffirmed likely start on scheme	Rabble Place Architects have been appointed and are working on Concept Plan	
8 August 2016	16/084	Community Grant Applications	Placing Flowers on the War Memorial	Put on a future agenda	Mrs Booker contacted and she will let us know when the grant is wanted	

ANGMERING PARISH COUNCIL ACTION LIST

12 September 2016	16/102	Play Area Refurbishment	Spend up to £5,000 on play area refurbishment		A number of extra quotations were produced and an order will shortly be placed
12 September 2016	16/103	Community Grant	Pay grant Arun Coordinated Community Transport		Paid

Chairman's Report

Angmering Parish Council

10th October 2016

ADALC

The amended Constitution was circulated to all members and discussed in detail. Until the agreed amendments have been made, circulated and agreed the constitution would not be signed.

The subscription of £15 was agreed but grants would be applied for from SALC and Arun District Council. The treasurer will be Rob Martin.

The next meeting would be held 21st December at the Woodland Centre, Rustington when Louise Goldsmith, Leader of WSCC will be talking about Devolution.

The representative for this group needs to be agreed at the next parish council meeting

Advisory group

Councillor John Oldfield and I attended the Advisory group on 20th September. The David Wilson Homes and Barratts developments are going well and should be completed sooner than anticipated. Ninety-one houses will be occupied by November.

CALA Homes have started building their show houses,

WI

I attended the WI on 21st September to discuss their possible help in the Resilience Plan for helping with tea and comfort.

BMX Jam

The BMX Jam held in Mayflower Park on 24th September was well attended and it was particularly good to see so many families there taking part or supporting those that were. A successful day and thank you to all those that worked on the project to set it up and who helped on the day.

Chairmanship Networking Day 27th September

The chairmanship networking day was interesting with updates on planning law, the Resilience requirements, devolution and what NALC is currently working on our behalf.

I also had the opportunity to talk to the Ministry of Defence regarding both the employment of service people who are leaving and how the parish can work in partnership with them. More about this later when I have had the opportunity to consider this properly.

Village Hall Committee

Also held on 27th September. As I am sure you will all have seen the second tree has been cut down. Consideration is being given as to what is replace them. Now the clean area has to be sorted. This incident has cost the village hall over £6,000 as the insurance did not cover much of the cost.

The Christmas Market is being held on 3rd December, the parish Council, that is me, are doing the guess the weight of the cake. It is really important that funds are raised to continue to do the sterling job of keeping the village hall to the excellent standard that it is and restore some of the reserves used for the tree clearance. A date for your diary please come and join us.

AGENDA ITEM 5

Meeting the new Governor of Ford

I attended a presentation for the new Governor of Ford Prison along with all levels of councillors at Arun District Council.

It was interesting to hear the aims and objectives of the Governor and I will watch with interest to see the progress.

Susan Francis

Chairman Angmering Parish Council



REPORT TO COUNCIL

Date: 10 October 2016
Prepared by: Rob Martin
Subject: Budget 2017/2018
Ref:
Policy Number

Budget Preparation 2017/2018

1. At various meetings reference has been made to the need to understand the budget we currently work to and what it means in the light of the present committee structure. In particular, the CLEW Committee needed to know the extent of the potential budget delegation possible to enable it to fulfil its policy obligations. The normal subjective analysis does not distinguish between the tasks that are budgeted for very easily. The analysis below shows the budget by activity, making decisions on future requirements easier to focus on.
2. It is important to realise that there are no specific budgets for additional services or assets, this has in the past been achieved by using the accumulated reserves for which contributions are made each year. Peter Thompson and the Clerk are looking at the level of need for such contributions and devising a replacement policy for existing assets tied in with those contributions.
3. There is a basic benchmark used for the maintenance of the **General Reserve** at roughly 50% of the annual precept level and the current Angmering balance falls short of this benchmark. The balance at 31 March 2016 is £92,500, which is roughly 34% of the current year's precept. This will also be dealt with as part of the overall funding review being carried out.
4. The precept for the current year was set on the basis of the budget analysed below. This was set in the light of the receipt of the final year's Precept Support Grant from Arun District Council, in the sum of £5,800, making the total base income £278,090. To this is added a further total for other income of £13,500 which is mostly Investment income, making a total resource available for the year of £291,590.
5. The 'Expenditure' budgets have been set to match this income level, as shown in the table attached. Within the 'Expenditure' items however is a total of £26,980 contribution to **Earmarked Reserves** which is specifically for agreed activities or projects. It has been the accumulated balances of these reserves from which finance has been taken to allow projects such as the BMX track to take place.
6. The theory is that if everything turns out as per the balanced budget for income and contributions to/from the Earmarked Reserve, then the General Reserve will not change from one year to the next. This, of course, never happens in practice. What is needed is a robust policy for reserves that defines what each is for, what is needed for each and how new projects are to take place. An analysis of the activity within the reserves for 2015/2016 is attached to this note.
7. The CLEW Committee has been keen to be able to take action on matters under its control, without having to revert to Parish Council for the allocation of funds. The suggestion is that

AGENDA ITEM 11

the matters that are identified as being under the **Maintenance** or **Events** headings should be delegated to the committee which should also be able to feed into the work being carried out by the Maintenance Team. The budget-heads shown are almost exclusively related to maintenance work with little scope for financing new projects.

8. Whatever the decisions are for the new projects that come along, and the financing of such projects needs to be part of the discussion early on in the process, there has to be a realisation that, without any other changes, the effects of the loss of grant and inflation will require us to look at the level of precept levied. The attached 3-year analysis was put in front of the council last year and shows that, with a precept levy of £88.03 per band D held constant, the loss of grant and the impact of increases we know about already will turn a balanced budget into a deficit. The assumptions are that:-
 - a) The number of occupied properties on the new estates will grow by 80 per annum
 - b) The level of investment income will fall, an inevitable consequence of a reduced level of balances and continued low level of interest rates generally.
 - c) A sum equivalent to the increase in precept income will be added to the reserve, making the Renewals Reserve figure move towards the £30,000 target
 - d) Salary inflation will be 1% per annum, but added to this is an increase of a further 1% per annum for contributions to pensions – this was given to us by Capita who administer the scheme to work to
 - e) Business Rates Small Business Relief will end (already promised, but no date given yet)
 - f) The CLT contribution will cease to be made when it has a determined project under way – this will provide its own finance
 - g) Newsletters are more frequent and costly than in the original budget
 - h) No other inflation has been assumed.
9. Whilst the assumptions can be argued with in detail, they do assume the minimum known change at this time. If the General Reserve is to be increased rather than reduced (the effect of a deficit budget is to reduce the general reserve) then there will be a need to consider a number of actions:-
 - 1) Increase the level of the precept – the increase of £30,895 shown for 2019/2020 would add £11.35 to the £88.03 over the three years. This equates to 11.3%.
 - 2) Find savings from the budget, which would inevitably result in a reduction in service given the fact that most of the non-staffing budget is maintenance related.
 - 3) Increase Income, possibly accessing any grant sources available
 - 4) Actively use the reserves in hand, whilst ensuring there is a plan in place to maintain them at an adequate level.
10. There are problems and uncertainties with each of these options, but I would suggest a combination of them would be the most likely outcome. At a time when there will be an expectation that the parish council will step into the gap left by other authorities we have to face the reality of reduced income and increased costs. There is no limit to the amount that a parish council can precept, although the expectation of the population is that we are in times of austerity and we should not be increasing it at all.
11. The Parish Council is requested to note the contents of this report pending the completion of the work being done for Governance Committee, the results of which should be available for the next parish council meeting.

AGENDA ITEM 11

2016/2017 Budget Analysis

Item	Direct Expenditure /Income £	Reserve Movement £	Total £	Comments
Office Expenditure				
Employee Direct Costs	122,500	0	122,500	Pay NI & Pension
Training	700	0	700	
Office Running Costs	3,100	0	3,100	Heat Light etc
Office Improvements	5,000	0	5,000	Taken to reserve in 2015/2016
Office Equipment, Stationery and day-to- day costs	4,620	0	4,620	
Photocopying	3,300	0	3,300	Lease on machine plus per copy cost
Newsletter	5,000	0	5,000	Production and delivery
Publications and Subscriptions	2,500	0	2,500	
IT	5,000	0	5,000	Equipment, Software and IT Support costs
Audit & Legal	1,450	0	1,450	
Recycling Collection	300	0	300	
Insurance Premium	10,000	0	10,000	Main Parish Council policy
Other	345	0	345	Room Hire, Bank Charges and Advertisements
Maintenance Team				
Employee Direct Costs	41,850	0	41,850	Pay NI & Pension
Training	550	0	550	
Tools & Equipment	2,000	0	2,000	Protective clothing, hand tools etc
Van Running Costs	3,220	1,900	5,120	Fuel, Insurance maintenance. Reserve is transferring to a replacement fund.
Operational Equipment	1,400	4,180	5,580	Strimmers, mowers and hedge cutters Reserve is transferring to a replacement fund.
Rubbish Collection	1,700	0	1,700	Carrying away general waste and green waste
Councillors				
Allowances	5,200	0	5,200	
Training	2,500	0	2,500	
Maintenance				
Dog Bin Collection	1,400	0	1,400	Some bins are paid for by the Parish Council. Any new bins

AGENDA ITEM 11

Winter Maintenance	50	0	50	put in on our behalf will increase this cost
Palmer Road	1,400	8,000	9,400	Maintenance of the gritter Building £500, grass cutting £900. The reserve contribution is towards the provision of a new pavilion
Flower Beds	7,800	0	7,800	This is the contract with Ferring Nurseries
Christmas Tree & Lights	450	1,000	1,450	The reserve contribution is towards the replacement of the lights in the trees on the Green
War Memorial	500	0	500	Annual cleaning contract plus flowers
St Nicholas Gardens	1,300	0	1,300	To provide for contractors to cut the bushes
Fletcher's Field	500	0	500	General Maintenance
Water Lane	600	0	600	General Maintenance
Twittens	500	0	500	General Maintenance
Street Lighting	5,600	0	5,600	The parish has around 130 columns it is responsible for. This is for the energy supply (£1,400) and the maintenance (£4,200) of these, all provided through the county's PFI contract
Verges	300	0	300	General Maintenance
Mayflower Park	500	0	500	General Maintenance
Play Areas	2,400	0	2,400	Play Area Inspections and general maintenance
Skatebowl	150	0	150	General Maintenance
BMX Track	1,100	0	1,100	Energy for lighting and maintenance
Outdoor Gym	400	0	400	General Maintenance
Community Centre	3,000	10,000	13,000	The expenditure item is to cover the ongoing maintenance responsibilities for the building and fixtures and fittings. The reserve contribution is made to provide a fund to provide for additional capital needs, such as the car park extension. There is the potential need to replace the ground source heating system at some time in the future.
Events				
Christmas Meal	2,000	0	2,000	The net cost in 2015 was in the hundreds, but this was because of generous donations.

AGENDA ITEM 11

Annual Fair	2,850	0	2,850
BMX/Skatebowl Jam	3,000	0	3,000

Support Other Organisations

Village Hall Broadband	750	0	750
Community Grants	3,000	0	3,000
Community Land Trust	2,000	0	2,000

Allotment Association	825	0	825
-----------------------	-----	---	-----

This is rent paid for the site, which is more than offset by income from the Allotments Association.

Other

Asset Renewal Reserve	0	1,900	1,900
-----------------------	---	-------	-------

This is the budget line over which there is absolute control. This has been around £30,000 but was reduced when the staffing changes were funded with the idea that it would return to its former levels once the additional precept had started to come from the new developments. The main subject of the reserves review will be about how much should be provided annually for this.

Total Expenditure	264,610	26,980	291,590
--------------------------	----------------	---------------	----------------

	Balance 31st March 2015 £	2015/2016 Movements £	Balance 31st March 2016 £	2016/2017 Movements £	Balance 31st March 2017 £
Earmarked Reserves					
Capital					
Community Centre Improvements	40,000	7,992	47,992	10,000	57,992
Palmer Road Pavilion	64,000	2,518	66,518	8,000	74,518
New Homes Bonus	8,000	(8,000)	-	Towards BMX	-
Office Improvements	-	5,000	5,000		
Renewal					
Grounds Maintenance Equipment	9,880	(6,650)	3,230	6,080	9,310
Asset Renewal Programme	259,693	(53,152)	206,541	1,900	208,441
Festive Lights	-	1,000	1,000	1,000	2,000
Other Revenue					
Elections	4,500	(4,500)	-		-
Flooding Grant	3,813	770	4,583		4,583
Community Land Trust	1,650		1,650		1,650
St Nicholas Dig	211	(211)	-		-
	391,748	(55,233)	336,515	26,980	358,495

ANGMERING PARISH COUNCIL

3-Year Budget Projection

	2016/2017 Budget	2017/2018 Budget	Increase over 2016/2017	2018/2019 Budget	Increase over 2016/2017	2019/2020 Budget	Increase over 2016/2017
	£	£	£	£	£	£	£
Income							
Precept	(272,290)	(279,330)	(7,040)	(286,380)	(14,090)	(293,400)	(21,110)
Grants	(5,800)	-	5,800	-	5,800	-	5,800
Interest & Investment	(12,200)	(10,000)	2,200	(10,000)	2,200	(10,000)	2,200
Other Income	(1,300)	(1,320)	(20)	(1,360)	(60)	(1,380)	(80)
TOTAL INCOME	(291,590)	(290,650)	940	(297,740)	(6,150)	(304,780)	(13,190)
Expenditure							
Office	123,100	125,900	2,800	128,050	4,950	130,300	7,200
Groundstaff	42,500	43,250	750	44,100	1,600	44,850	2,350
Supplies & Services	37,065	39,170	2,105	39,310	2,245	39,450	2,385
Insurances	10,000	10,000	-	10,000	-	10,000	-
Parish Events	7,000	7,000	-	7,000	-	7,000	-
Councillors	7,700	7,750	50	7,800	100	11,300	3,600
Other Expenditure	3,825	3,825	-	3,825	-	9,825	6,000
Maintenance	33,420	33,890	470	34,420	1,000	34,840	1,420
Reserve Transfers	26,980	34,020	7,040	41,070	14,090	48,110	21,130
TOTAL EXPENDITURE	291,590	304,805	13,215	315,575	23,985	335,675	44,085
Net Expenditure	-	14,155	14,155	17,835	17,835	30,895	30,895

Election



Established 1894

Angmering Parish Council

The Corner House
The Square
Angmering
West Sussex BN16 4EA

Telephone: 01903 772124

E-mail: rob.martin@angmering-pc.gov.uk

Website: www.angmeringparishcouncil.gov.uk

APPLICATION FOR A GRANT FROM ANGMERING PARISH COUNCIL 2016-2017

In order to be eligible for a Parish Council Grant you or your organisation must fulfil at least one of the criteria in Section A and the application must fulfil at least one of the criteria in Section B. In addition, all applications must be supported by the information in Section C, and have regard to the exclusions in Section D. The details of the application must be completed in Section E.

NAME OF ORGANISATION	PEGGY'S WALK.
----------------------	---------------

Section A

	<u>What type of organisation are you?</u>	Tick relevant box(es)
A1	A Charity providing services available to residents of Angmering	
A2	An existing local group or organisation providing services available to residents of Angmering	
A3	A new group or organisation, wishing to provide services for the residents of Angmering	✓

Section B

	<u>Which criteria will your application fulfil?</u>	Tick relevant box(es)
	Reaching new people	
B1	Increasing group membership and/or widening participation	
B2	Starting up new activities and/or expanding existing services for residents of Angmering	
B3	Organising community events and activities	
B4	Bringing the community together	✓
	Developing Services and supporting the local economy	
B5	Organising one-off events to increase visitors to Angmering	
B6	Activities aimed at developing skills for local unemployed	

	people and assisting them to gain employment	
B7	Raising the profile of the village and its community	✓
B8	Improvements for the Angmering community infrastructure and developing community held assets	
	Encouraging community growth and self-reliance	
B9	Helping groups and organisations to develop their initial or starting assets and/or resources to support future financial independence	
B10	Helping the community to influence the planning and delivery of local services.	
B11	Protecting the environment and promoting sustainable local development	

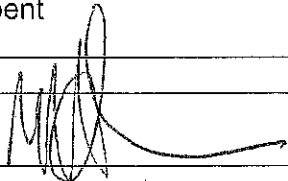
Section C

	<u>Supporting information required</u>	Tick relevant box(es)
C1	The last year's certified accounts or, for new organisations, the current business plan, or equivalent.	
C2	Information on the membership, or proposed membership of your organisation. How many current members, in total, and how many live in the village.	
C3	A project plan, if applicable, showing total costs and other sources of income already secured.	✓ SUBMITTED
C4	Charity Number, if applicable	

Section D

	<u>Conditions and Exclusions</u>
D1	Typically, awards will not be given for general running/administration costs
D2	Awards must be seen to be for the benefit of a significant number of Angmering residents
D3	Awards will not generally be given to individuals
D4	Awards must be used for or towards the specific project or item applied for.
D5	Awards will not be given retrospectively.
D6	Upon completion of the project, evidence must be provided that the award was used appropriately

Section E

Name of contact for grant purposes	MARK WILLIAMS
Position of contact	ORGANISER.
Full contact postal address, including postcode.	12 CUMBERLAND CRESCENT ANGMERING BN16 4BL.
Email address and website (if applicable)	MARK.WILLIAMS@TESCO.NET
Telephone number of contact	07789197811
Total Project Cost	APPROX 3K.
Amount of grant applied for	£700.00
Where is the remainder to be financed from?	DONATIONS.
Cheque to be made payable to	M.A WILLIAMS
Purpose for which the grant is needed (Supporting evidence may be provided on a separate sheet, if necessary)	PLANTS - TIMBER. TURFS. - SOIL.
How many Angmering residents in organisation?	8.
How many Angmering residents will benefit from the grant?	? APPROX 30 PER DAY.
If you received a grant from the Parish Council during 2014-2015 please outline how the grant was spent	
Signature	
Date	21/9/16.

PEGGY'S WALK

The Vision

To create a garden styled walk through the twitten between Cumberland Crescent and Cumberland road, offering residents a quiet and peaceful area in the central part of Angmering to enjoy as they make their way to work or to the shops or just a stroll.

The walk is to be named Peggy's Walk in memory of Mrs Scammell [Peggy] who sadly passed away at the end of last year at the grand age of 97. Peggy was known and loved by many locals and residents. She regularly walked her beloved dog Bess through the Twitten and would always stop for a chat with her friends and neighbours young and old.

Our intentions initially are to clear the area of overgrowth and weeds etc. To install 2 benches and 2 planters in the central part of the twitten. Precise positioning yet to be decided. To construct 1 large planter to be sited at the entrance of the twitten on the left hand side. [Cumberland Crescent]

Progress

The benches and tubs have been ordered and paid for with help of a generous donation. We also have had offers of a bird bath, potting compost and soil, timber, shrubs and plants.

Work is in progress on site clearance with the kind help from residents.

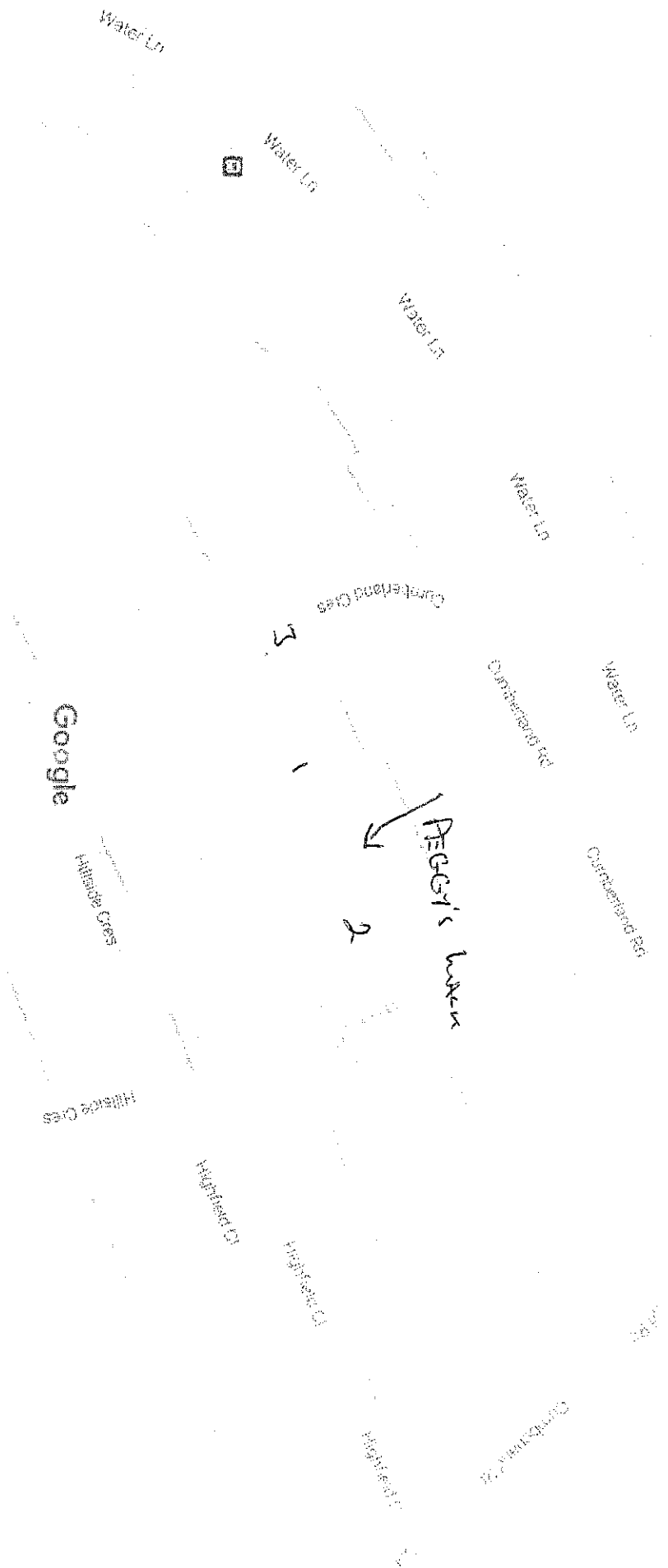
We have had site meetings with members of Angmering Parish Council and Tom Weedon, community officer from WSCC who have all been extremely helpful and enthusiastic. Angmering Parish council have kindly offered us an application for a grant towards the project.

We are to have a site meeting on the 6th Sept with Darren Rolfe, Senior Community Solutions officer WSCC to discuss installation of the benches and tubs.

We have discussed with various local businesses the possibilities of sponsorship, with positive responses. An application for a grant has been submitted to the Co-operative and we await response.



Google Maps



1 & 2 SITES OF
RESIDENTS & DRIVERS

3 SITES OF TROUBLE
AT JUNCTION.
(UNDER CONSTRUCTION)

Map data ©2016 Google 20 m

Google Maps Cumberland Cres



Angmering, England
Street View - Jun 2012

Image capture: Jun 2012 © 2016 Google

ANGMERING PARISH COUNCIL

Balances Outstanding as at:

30-Sep-16

	£	£
Long Term Investments		
Consolidated Stock		96.00
 Bank Accounts		
Lloyds Bank Business Account	139,702.32	
Lloyds Bank 12-month Deposit Account	150,000.00	
Lloyds Bank Current Account	19,699.07	
CCLA Local Authorities' Property Fund	200,000.00	
CCLA Public Sector Deposit Account	25,000.00	
	534,401.39	
 Petty Cash Imprest Account		
	39.03	
 TOTAL BANK BALANCES AVAILABLE		534,440.42
 Public Works Loan Board		
Outstanding Debt - Office		-