



Established 1894

## Angmering Parish Council

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### MINUTES OF THE ANNUAL GENERAL MEETING OF ANGMERING PARISH COUNCIL HELD IN THE KING SUITE OF THE ANGMERING VILLAGE HALL ON MONDAY 8 MAY 2017

**Present:** Councillors Paul Bicknell; Bill Evans; Susan Francis (Chairman); Nikki Hamilton-Street (from 8.15pm); Norma Harris; Mike Hill-Smith; John Oldfield (Vice-Chairman); Roger Phelon; Peter Thompson.

**In Attendance:** Rob Martin, Parish Clerk.

**Action**

- 17/001 ELECTION OF CHAIRMAN**  
On a proposal by Councillor Hill-Smith, seconded by Councillor Thompson, **Susan Francis** was unanimously re-elected as **Chairman** for the coming year.
- 17/002 SIGNING OF DECLARATION OF ACCEPTANCE**  
The Chairman the signed the Declaration of Acceptance of Office.
- 17/003 ELECTION OF VICE-CHAIRMAN**  
On a proposal by Councillor Harris, seconded by Councillor Phelon, **John Oldfield** was unanimously re-elected as **Vice-Chairman** for the coming year.
- 17/004 APOLOGIES FOR ABSENCE**  
Apologies for absence had been received from Paul Bicknell; Lee Hamilton Street; Mike Jones; David Marsh; County Councillor Deborah Urquhart; District Councillors Andy Cooper and Dudley Wensley.
- 17/005 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA**  
No declarations were made.
- 17/006 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 APRIL 2017**  
The minutes of the Parish Council Meeting held on 10 April 2017 were **AGREED** as a correct record and signed by the Chairman.
- 17/007 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA**
- The Clerk referred to the updated action list previously circulated to members of the Council. There was general agreement that it was good to see that the phone box had finally been reinstated by BT.
  - The Clerk informed councillors that he had not had time to produce a report on the **Investment Strategy**, and that the fixed-term deposit currently with Lloyds Bank would mature on 12 May 2017.

He had investigated the investment products available with different banks and reported that there was very little interest available with some offering no more than 0.1% for deposits far greater than the parish council had to make. He would produce a report for the June Council on a revised strategy, designed to make the best of what was available.

**17/008**

**CHAIRMAN'S REPORT**

The Chairman did not have much to report, except that she had attended the Angmering Village Hall AGM and that all of the officers there had been re-elected for the coming year.

**17/009**

**PUBLIC CONSULTATION**

There were no members of the public present.

*The meeting reconvened.*

**17/010**

**REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

County Councillor Urquhart did not attend and had nothing to report.

**17/011**

**REPORTS FROM THE ARUN DISTRICT COUNCILLORS**

Neither Councillor Wensley nor Councillor Cooper were present.

**17/012**

**APPOINTMENTS TO PARISH COUNCIL COMMITTEES**

**a) Governance & Oversight (G&O)**

Peter Thompson; Susan Francis; Mike Hill-Smith, with John Oldfield if none of the absentees want to be on it

**b) Housing, Transport & Planning (HTP)**

Susan Francis; Norma Harris; Mike Hill-Smith; David Marsh; Roger Phelon; Peter Thompson; John Oldfield; Steven Mountain. The absentees would be given the chance to put themselves forward at the next meeting.

**c) Community, Leisure, Environment & Well-Being (CLEW)**

Mike Hill-Smith; Bill Evans; Mike Jones; Norma Harris; Susan Francis; Nikki Hamilton-Street; David Marsh; Paul Bicknell; Roger Phelon

**17/013**

**APPOINTMENTS TO REPRESENT THE PARISH COUNCIL ON OTHER ORGANISATIONS**

**a) Joint Eastern Arun Area Committee (JEAAC)** – Susan Francis; John Oldfield deputising.

**b) Arun District Association of Local Councils (ADALC)** – Susan Francis; John Oldfield

**c) Angmering Sports and Recreation Association (ASRA)** – Roger Phelon; Norma Harris

**d) JEAAC Highways & Transport Group** – Steven Mountain; Roger Phelon deputising

**e) Angmering Village Hall Management Committee** – Susan Francis; Norma Harris deputising

**f) Littlehampton Health Services Advisory Group** – John Oldfield; Bill Evans deputising

**g) Angmering Twinning Association** – Susan Francis; Norma Harris deputising

**h) South Downs National Park Authority** – Peter Thompson; Susan Francis; John Oldfield

**i) ADC Emergency Advisory Group** – Lee Hamilton-Street

**j) Angmering Advisory Group** – Steven Mountain; John Oldfield

**17/014**

**2016/2017 FINAL ACCOUNTS**

The final accounts were unanimously approved, as presented and signed by the Chairman.

**17/015**

**2016/2017 ANNUAL RETURN SECTION 1**

Section 1 of the Annual Return was considered and, taking into account of the work undertaken by the Governance Committee during the year, the parish council unanimously agreed that each assurance statement could be answered positively.

The section was signed as correct by the Chairman.

**17/016**

**2016/2017 ANNUAL RETURN SECTION 2**

Section 2 of the Annual Return was unanimously approved as representing the financial activity of the parish council.

The section was signed as correct by the Chairman.

**17/017**

**2016/2017 OUTTURN**

The March 2017 payments schedule and outturn comparison with the budget were noted.

**17/018**

**2016/2017 INTERNAL AUDIT REPORT**

The audit report had been circulated by the Clerk when it had been received and it was approved unanimously. It was noted that the report had been virtually without comment and the Clerk was congratulated on another year with such a report.

**17/019**

**COMMUNITY GRANT APPLICATIONS**

On a proposal by Cllr. Evans, seconded by Cllr. Phelon, it was unanimously **RESOLVED** to pay a grant of £375 to Kent, Surrey, Sussex Air Ambulance.

The 2016/2017 budget for Community Grants was £3,300 and grants allocated to date amounted to £625, leaving a balance available of £2,675 from which to fund further grants.

**17/020**

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

The only comment here was that the next JEAAC H&T meeting would be on 22 June 2017.

**17/021**

**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 25<sup>th</sup> April 2017.
- b) The Community, Leisure, Environment and Well-Being Committee meeting on 26<sup>th</sup> April 2017 – the minutes for this had not been circulated yet.

There were no questions.

**NB** The next meeting of the Governance and Oversight Committee was due to be held on Wednesday 10 May 2017, but it would not be quorate, so this would be cancelled and rearranged for a more suitable date.

**17/022**

**2016/2017 FINANCIAL REPORT**

The reports were noted.

17/023

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

None.

17/024

**DATE OF NEXT MEETING**

The next parish council meeting was scheduled to be on Monday 12<sup>th</sup> June 2017, at 7.30pm in the King Suite of the Angmering Village Hall.

**The meeting finished at 20:52.**

  
.....  
Chairman

Date.. *12<sup>th</sup> June 2017* .....