



Established 1894

Angmering Parish Council

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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN THE KING SUITE OF THE ANGMERING VILLAGE HALL ON MONDAY 13 NOVEMBER 2017

Present: Councillors Paul Bicknell; Bill Evans; Rhys Evans; Susan Francis (Chairman); Nikki Hamilton-Street; Mike Hill-Smith; Mike Jones; David Marsh; John Oldfield (Vice-Chairman).

In Attendance: Rob Martin, Parish Clerk; Paul Barley, Deputy Clerk

Action

17/112 APOLOGIES FOR ABSENCE
Apologies for absence had been received from Councillors Lee Hamilton-Street and Norma Harris (both illness), Steven Mountain and Roger Phelon (both personal business); and also from County Councillor Deborah Urquhart.

17/113 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN AGENDA ITEMS
None.

17/114 APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16 OCTOBER 2017
The minutes of the Parish Council Meeting held on 16 October 2017 were **AGREED** as a correct record and signed by the Chairman.

17/115 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA

The Clerk reported on the following matters:

- **ADC liaison with Town and Parish Councillors** – ADC had circulated proposals on future liaison arrangements, following the ADALC Conference in October 2017, which had been circulated to Councillors. A formal response would be laid before the December 2017 meeting of the Parish Council for consideration.
- **Angmering Advisory Group** – the scope and terms of reference of this body were being significantly revised, in order to turn it into a genuine point of liaison between the Parish Council, ADC and the developers of the Roundstone Lane and other sites on the delivery of Section 106 obligations. It was intended to bring in WSCC officers as there had been little co-ordination between WSCC and ADC hitherto. The Group would also consider Section 106 requirements for any future major development proposals, to ensure as far as possible that appropriate mitigation would be obtained.

Clerk

- **Parish Newsletter** – this was expected to be back from the printers by Friday 17 November with distribution to commence over the weekend.
- **Deposit interest** – the recent increase in the Bank of England base rate had been reflected in the deposit rates for the new accounts, which had gone from 1% to 1.25%.

17/116

CHAIRMAN'S REPORT

The Chairman had circulated the following brief report prior to the meeting:

Library

"On the 17th October I had a meeting with Vicki Davey, the Cluster Manager of the libraries in the Littlehampton area. We reviewed the position of the library to date and how the WSCC library and volunteers could work even more closely together to promote the facilities in Angmering. A get together is being organised for all volunteers in January for updating and training on the new areas, not to mention the cakes!

"The Writer's Club were very pleased to welcome Trevor Bowles to hear the conclusion of the cold case he had investigated and hear the versions the members had put together. His input to the group was very well received and very much appreciated.

St Wilfrid's School

"As advised at the previous Parish Council meeting I had the honour of attending the opening of the new classrooms at St Wilfrid's School on 19th October. The weather was kind to us and whilst out in the open the wind and rain stayed away. It will be a very welcome addition to the school and I know will get a great deal of use.

Remembrance Sunday

By the time of the meeting we will have attended the Remembrance Service in both the church and at the Memorial. It has proved very hard for the organiser this year to get volunteers to help. This is a very important part of our national heritage. We need to remember the past to try and ensure we do not make the mistakes again. Thousands of people gave their lives in many wars to protect this country and try and maintain world peace, they deserve our respect. If anyone can help next year please let the Parish Council Office know."

The Chairman also wished to extend sincere thanks to Denise Newman for her efforts in organising the Remembrance Day commemorations; to the volunteers manning the road closures; and to St Margaret's Church for organising the orders of service.

The Chairman was disappointed to note that a significant amount of verbal abuse had been directed at the volunteers; it was difficult to understand why this had happened, as the road closures had been well-advertised and the inconvenience caused had been minimal.

The Chairman adjourned the meeting for public consultation.

17/117

PUBLIC CONSULTATION

There were no members of the public present.

Councillor Marsh noted that the remembrance ceremony at the war memorial had been overly religious, which would put off some members of the public. It was noted that this was a matter for the organisers.

Councillor Bicknell noted that he had received a complaint from a member of the public concerning the surface condition of the tarmac between St Wilfrid's School and the adjacent cemetery. This would be reported to WSCC in due course.

Office

The meeting reconvened.

17/118

REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

County Councillor Urquhart had presented her apologies for the meeting; she had advised via e-mail that there were no matters of any note on which to report.

17/119

REPORTS FROM THE ARUN DISTRICT COUNCILLORS

There were no District Councillors present.

17/120

COMMITTEE MEMBERSHIP FOR NEW COUNCILLOR

Councillor Rhys Evans noted that he wished to give some further thought to matter of which committees he wished to join. Further consideration of this was therefore deferred to a future meeting.

RE

17/121

APPOINTMENT OF INTERNAL AUDITOR

The Chairman noted that the Parish Council was being requested to:

- a) consider the reappointment of RS Hall & Co as the Internal Auditor for the 2017/2018 financial year, or
- b) consider the appointment of Mark Mulberry as Internal Auditor (as per the exchange of emails circulated prior to the meeting)

The Clerk noted that Mark Mulberry was the preferred consultant to SSALC and came highly recommended. The pool of available (and suitable) auditors who specialised in this type of work was very small; the Parish Council needed to decide whether to stay with RS Hall & Co for the time being, or consider changing. RS Hall & Co had done an excellent job up to now.

Following discussion, on a proposal by Councillor Bicknell, seconded by Councillor Jones: That RS Hall & Co be reappointed for 2017/2018, and Mark Mulberry be appointed for the three years 2019/2020, 2020/2021, and 2021/2022, subject to satisfactory performance – unanimously **AGREED**.

Clerk

17/122

GOVERNANCE & OVERSIGHT COMMITTEE

The Chairman noted that the Parish Council needed to consider how to make this committee operate, as it had not met formally since February 2017 due to twice not being quorate.

The position had been aggravated by the fact that the Committee now only had two members following the resignation of Peter Thompson. Mr Thompson had done a great deal of work on governance matters during his time as a Councillor.

The Chairman noted that the Committee needed a new member or members with sufficient expertise in matters of finance to give an appropriate level of oversight. Councillors were asked to consider this and the matter would be revisited at the December 2017 meeting.

All

17/123

BUDGET & PRECEPT 2018/2019

The Clerk referred to the report circulated prior to the meeting and noted that no decision was required immediately on this; questions were invited.

Councillor Bicknell queried the assumption in the report with regard to the anticipated increase in the tax base from occupation of new dwellings on the Roundstone Lane sites. The Clerk noted that this figure would not be known until the end of the year, and a cautious assumption would be an increase of 100. The numbers in front of councillors did not include this element of income which might bring in a further £10,000 in precept

Following discussion, it was noted that the decision on the 2018/2019 precept would be made at the December 2017 meeting, by which time the tax base would be known.

Clerk

17/124

FUTURE DEVELOPMENT PROPOSALS

To hear a report on the correspondence with Arun District Council on:-

- a) **South of Water Lane application, A/99/17/OUT** – the Clerk noted that ADC had indicated that this would not be pushed forward for determination until such time as the landscape issues raised by the Parish Council, CPRE, and SDNPA had been resolved.

The Clerk cautioned that if the Local Plan inspector ruled in favour of the inclusion of the site, this development would go ahead in its current form, which was why attention needed still to be given to the content of the Section 106 agreement.

17/125

COMMUNITY GRANT APPLICATIONS

No further grant claims had been made since the previous meeting.

The 2017/2018 budget for Community Grants was £3,300 and grants allocated to date amounted to £1,725, which left a balance available of £1,575 from which to fund grants.

17/126

ANGMERING VILLAGE VOLUNTEER BANK

The Chairman referred to the report circulated prior to the meeting an invited comments.

The Clerk explained that this idea had come out of the preparation of the last newsletter, in which volunteers had been required for at least four separate matters. It was stressed that any bank of contact information assembled as part of this exercise would be subject to extremely strict data protection requirements.

Following further discussion, on a proposal by Councillor Marsh, seconded by Councillor Bicknell: That the volunteer bank proposal be carried forward – unanimously **AGREED**.

Office

17/127

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

- *ADALC*: the Chairman noted that Councillor Oldfield had been compelled to attend the last few meetings as the amount of notice given to the Chairman for the meetings by the Secretary was

insufficient. The Clerk noted that he would raise this with the Secretary.

Clerk

- *ASRA*: no meeting had been held.
- *JEAAC and JEAAC Highways & Transport*: the main Area Committee was next due to meet on 14 November 2017. The Highways & Transport Working Group was not due to meet in the near future.

Councillor Nikki Hamilton-Street left the meeting.

- 17/128** **QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**
Regarding the Housing, Transport and Planning Committee meeting held on 31 October 2017, it was noted that ADC had in fact refused a planning application by upholding a Neighbourhood Plan policy; this was believed to be the first time this had happened.
- 17/129** **2017/2018 FINANCIAL REPORT**
The reports were noted.
- 17/130** **TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**
None.
- 17/131** **DATE OF NEXT MEETING**
The next Parish Council meeting was scheduled to be on Monday 11 December 2017, at 7.30pm in the King Suite of the Angmering Village Hall.

All

The meeting finished at 20:53.


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Chairman

Date *11th December 2017*
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