



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 THE COMMUNITY, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE HELD VIA A VIRTUAL MEETING DUE TO COVID-19 ON WEDNESDAY 28 OCTOBER 2020

- Present:** Councillors Nikki Hamilton-Street; Lee Hamilton-Street; Mike Jones; Alison Reigate (Chairman); Rhys Evans; David Marsh, Paul Bicknell and Alan Evans
- In attendance:** Tracy Lees, Committee Clerk; Julia Phelon and Judith Cross, representatives of Angmering In Bloom
- Acronym:** Angmering In Bloom: AIB, Angmering Parish Office: APC, Anti-Social Behavior : ASB, West Sussex County Council: WSCC, South Down National Park: SNDP, PCSO: Police Community Support Officers

| AGENDA ITEM | MINUTE NO. | | ACTION FOR |
|-------------|------------|---|------------|
| 1 | 20/049 | APOLOGIES FOR ABSENCE Apologies were received and approved for Cllr. Norma Harris. | |
| 2 | 20/050 | DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. None. | |
| 3 | 20/051 | APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Wednesday 30 September 2020 were agreed and will subsequently be signed by the Chair. | |
| 4 | 20/052 | ANGMERING IN BLOOM (AIB) The Representatives from AIB talked through their report, no questions were asked. The report can be found in the supporting papers. The AIB representatives wanted to update on the following: <ul style="list-style-type: none">• Since writing the report good progress had been made to St Wilfrid's school front bed and this will be completed by Remembrance Day.• Regarding the Information Board at St Nicolas Garden to show the work that was done during the archaeological dig. The grant requested from Angmering Heritage Trust for the cost of the board and installation had been approved. | |
| 5 | 20/053 | PUBLIC CONSULTATION No members of the public were present, and no questions had been sent in. | |

6 **20/054 THE COMMITTEE CLERK'S REPORT ON ANY MATTERS NOT INCLUDED ON THIS AGENDA**

The Action List was received; an update on current actions was given.
No questions were asked.

Cllr. N Hamilton-Street requested that an action regarding the Mayflower Park Working Group was closed.

Action: Close this action.

TL

7 **20/055 COMMUNITY EVENTS**

The Committee Clerk updated the committee on the **Volunteer Litter Picking** and all items had now been received i.e. litter pickers, Hi-Vis tabards etc. APC have 17 volunteers and were starting the process to contract them to ask them to come into the office and collect their kits.

The virtual **Pumpkin Carving Competition** was now live, and that APC were looking forward to seeing all the carved pumpkin pictures, some had already started to be submitted.

The Committee Clerk reminded the Committee of the plans for **Remembrance Sunday**, no questions were asked.

8 **20/056 RESILIENCE**

Nothing to report.

9 **20/057 PLAY PARK STRATEGY AND PRIORITY MATRIX**

Cllr. Reigate commented that as the Blenheim Play Park refurbishment was now complete this park would be removed from the list.

Cllr. Reigate also commented that the Discovery Play Park would be incorporated into the Mayflower Park Project so will also come off the list. This will leave Russet, Pippin and Braeburn Play Parks as well as the Skate Bowl and BMX Track. However, she felt that the Skate Bowl and the BMX Track could be included into the Mayflower Park Project so that would leave 3 Play Parks within this matrix.

Action: Update the list.

AR

Cllr. Reigate then commented that footfall in general in all three parks was not very good and it might be time to ask the public by way of a questionnaire what they felt was needed. She also felt that the next project should be Russet Play Park as this, out of all of them, had the most use and footfall. A discussion then took place.

Cllr. N Hamilton-Street commented that the questionnaire used for Blenheim Play Park could be adapted for the houses around Pippin and Braeburn.

Cllr A Evans questioned the use of a questionnaire, a discussion took place with reasons being given why this should be done. The main reason being that it gives the residents the opportunity to say why they do or do not want. After discussion it was agreed by all that a questionnaire be compiled and sent to all residents in these two areas.

Action: Draw up a new questionnaire for Pippin and Braeburn Play Parks and distribute.

APC

Cllr. Marsh asked about Fletchers Field as this was not mentioned anywhere. Cllr. N Hamilton-Street commented Fletchers Field was mentioned in an appendix belonging to ADC Strategy and APC will not be including this as this play park belongs to ADC and is ultimately their responsibility.

10 20/058 MAYFLOWER PARK WORKING GROUP

Cllr. N Hamilton-Street reported that the 2nd meeting had now taken place and gave a short report, Cllr. R Evans also reported back on some work/investigation he had been doing. Cllr. R Evans went on to mention the architect who had drawn up a concept illustration and that he is very keen to work with APC on this project. A presentation will be worked on and then sent out to all Councillors to enable decisions to be made on how to move forward. It was hoped that a virtual meeting to talk through the presentation with Councillors would also be able to take place.

11 20/059 TREES FOR BLENHIEM PARK

The supporting paper was presented, a long discussion took place regarding the suggested positioning of the trees, types of trees and CO2 omissions.

The representatives from AIB gave their opinion on the types of suitable trees for this area and also raised their concerns regarding watering over the next two years.

Cllr. Bicknell asked about bushes being planted along the fence line but Cllr. N Hamilton-Street explained why this option had been ruled out. Cllr. Bicknell also suggested that the area be left as it was while the play park settled in.

After further discussion, the following was agreed:

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that trees were planted at Blenheim Play Park, Cllr. Jones **SECONDED** and **ALL AGREED**.

The following proposals were then tabled:

- To plant 3 Cherry Trees – 5 in favor
- To plant 2 Cherry Trees – 3 favor

RESOLUTION: Cllr. Jones **PROPOSED** that 3 Cherry Trees detailed in Quote 4 should be planted at Blenheim Play Park, Cllr. L Hamilton-Street **SECONDED** and **5 AGREED**.

It was then suggested that a local Nursery be approached to see if they would be able to water the trees over the next two years.

Action: Contact the local Nursery, obtain the information and report back via email.

APC

The positioning was then discussed, all agreed the picture on the supporting paper was the correct placement for the trees. Cllr. N Hamilton-Street

commented that we will also take the advice once the trees are purchased off AIB and the supplier as to the best planting positions for the trees.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that the picture on the supporting paper was the correct placement for the trees, Cllr. Marsh **SECONDED** and **ALL AGREED**.

Plaque options were next to be discussed. The positioning was considered, with placing on the trunk being ruled out as an option. After a short discussion it was agreed that the plaque, when relevant, would be placed on the fence.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that plaques should be placed on the fencing, Cllr. Marsh **SECONDED** and **5 AGREED**.

A final suggestion was made to look for a 'Blenheim Tree Warden' once the trees were planted to keep an eye on the area.

Action: Advertise for a tree warden once the trees are planted.

APC

12 20/060 CHRISTMAS 2020: XMAS TREES AND MEMORY TAGS

The supporting paper was talked through and a short discussion took place.

After discussion Cllr. N Hamilton-Street wished to propose that APC supply the monies needed for the 18 trees at £30 each (total £540) to help promote a happy Christmas in Angmering, everyone was in agreement. Trees will be located in the Village Square and 2 at the shops in Downs Way.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that £540 was allocated to go towards 18 Christmas trees, Cllr. A Evans **SECONDED** and **ALL AGREED**.

Memory tags in the shape of Christmas Baubles were then discussed. Cllr. Reigate read out the options available to the committee and another short discussion took place.

Once the discussion had taken place it was agreed that a laminated Bauble tag would be inserted into the All About Angmering magazine. Cllr. N Hamilton-Street asked if an extra maximum amount of £150 could be allocated to print a message from APC on the bauble tag, all agreed.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** that laminated bauble tags with a caveat of a maximum of £150 for a printed message be purchased, Cllr. R Evans **SECONDED** and **ALL AGREED**.

APC

Action: Instruct the supplier of the tags that APC wish to go ahead and have them printed.

13 20/061 TREE WORK IN ANGMERING

The Committee Clerk was asked to explain the proposed Tree Maintenance Scheme that the APC office were looking into. This was basically looking at a six monthly plan that could be budgeted for and hopefully avoid one off

costly charges. A discussion took place, and all agreed this was a good idea and looked forward to receiving a report with the findings.

Cllr. Reigate then drew the committees attention to the supporting paper and the work that needed to be done now. Cllr. Jones made comment on what had been done in these areas in the past and that the work was of value and he felt should be done again. Cllr. A Evans asked about budget and Cllr. N Hamilton-Street confirmed that this work had been allowed for in the present budget. A discussion took place and contract/maintenance plans were discussed further.

RESOLUTION: Cllr. Jones **PROPOSED** that Quote 2 be approved, Cllr. R Evans **SECONDED** and **ALL AGREED**.

Action: Instruct the supplier of Quote 2 that they have been successful.

APC

The AIB representatives commented on work that needed to be done at The Pippins with reducing the height and asked if reducing the width as well could be considered. Cllr. Reigate commented that this would be looked at as part of the maintenance plan.

14 20/062 MATTERS REQUIRING CONSIDERATION AT FUTURE MEETINGS OF:

- 1) This Committee – Update on the tree maintenance plan.
- 2) Full Council – None.

DATE OF NEXT MEETING

The Committee's next meeting will be held via Zoom on **Wednesday 25 November 2020 at 19:00.**

The meeting concluded at 20:14.

.....
Chairman

Date.....

Please note: The supporting papers referred to in these minutes can be found on the Angmering Parish Council website, along with the meeting agenda or copies can be requested from the Clerk.

ANGMERING IN BLOOM ASSOCIATION

REPORT FOR PC CLEW MEETING 25th NOVEMBER 2020

Recent activities

We have completed, for now, the planting of Spring flowering bulbs in various areas around Angmering. We have also planted daffodil bulbs in pots so they can be planted out in Spring when we can see any areas that would benefit from them.

We completed all the autumn planting of the St Wilfrid's school front bed and added some metal poppy's in time for Remembrance Day, this improvement was very well received by the School and residents.

We have completed all the autumn planting in the Beehive bed on the corner of Lansdowne Road and Arundel Road, including planting Spring flowering bulbs.

We have now obtained all the funding required for the Information board for St Nicholas garden after our grant request to APC of £453.60 was approved. We have agreed the content of our Draft Information Board with Worthing Archaeological Society who have said they are happy to give us the original photos. We are now in the process of agreeing the most appropriate site for the board.

Future activities

Due to the current lockdown we have been restricted to working in pairs on our Wednesday morning session and will be finishing at the end of the month for our Winter break.

| Date | Agenda No: | Minute No: | Title | Action Required | Action to be taken | Comments & Next steps | Delegated To | Completed Date |
|----------|------------|------------|------------------------------|---|---|--|-----------------|----------------|
| 26.02.20 | 12 | 19/145 | A259 Tree Planting | Contact WSCC and ask about costs, licenses and if trees need to be provided by WSCC | Make contact Review email sent by NHS re past history - TL forwarded to TG Contact made with Matt Southern on 12.03.20 - Trees will cost £150 each from WSCC. | Ongoing - trees need to be ordered by July 2021 if this is going to go ahead and have to be planted along a highway, the scheme does not cover any other areas. | KH/TL | |
| 29.07.20 | 15 | 20/015 | | | Further investigation to be undertaken - see column G for information. | WSCC can source, plant and maintain new trees as per the standard donation of £150 per tree. Email sent to PB to advice, awaiting response on next steps wanted or if action is completed - 16.11.20. | | |
| 29.07.20 | 7 | 20/007 | Public Consultation - AIB | Regarding the overgrown trees, shrubs, hedges and verges around the village, asked if there was a program of works to make sure these areas were properly maintained. | Work with local tree surgeon on a plan and implement. | Contact tree surgeon and work on a plan. Waiting quote on 17/08/2020. Roy arranged 2 further tree surgeons 22/09/2020 This is now the Tree Maintenance Plan - presently being drawn up ready to obtain quotes | KH/RS TL | |
| 30.09.20 | 4 | 20/039 | AIB - St Nicks | Contact Library to see what if anything on the archaeological dig is held there and report back | Contact Library | Chased again for a response on 05.11.20, and again on 17.11.20 - still awaiting response. | TG | |
| 28.10.20 | 9 | 20/057 | Play Park Strat & Matrix | List of Parks to be updated | List to be updated | List in the process of being updated | AR | |
| 28.10.20 | 9 | 20/057 | Play Park Strat & Matrix | Draw up a new questionnaire for Pippin and Braeburn Play Parks and distribute | Use template used for Blenheim Play Park New template drawn up and passed for approval to AR/NHS/KH - awaiting feedback | Will now be an on-line survey. Will be uploaded on 30.11.20 with a return date of 13.12.20. KH will set up the survey and record responses. | TL / KH | |
| 28.10.20 | 11 | 20/059 | Trees for Blenheim Play Park | Purchase 3 Cherry Trees as detailed in Quote 4 | Alternative cost for trees presently being sort by SF | Having trouble reaching the person who would be able to advise/quote - 17.11.20 | SF | |
| 28.10.20 | 11 | 20/059 | Trees for Blenheim Play Park | Contact the local Nursery, obtain the information regarding watering new trees and report back via email. | | Having trouble reaching the person who would be able to advise/quote - 17.11.20 | SF | |
| 28.10.20 | 11 | 20/059 | Trees for Blenheim Play Park | Advertise for a Blenheim Play Park tree warden once trees are planted | | On hold until trees are purchased | APC | |
| 28.10.20 | 13 | 20/061 | Tree work in Angmering | Instruct the supplier of Quote 2 that they have been successful | Contact supplier | The job has been confirmed but due to workload cannot be started until Feb 2021 however if a slot becomes free before this time we will be contacted - 12.11.2020 | TL | |

KEY

Task has been started

Task not yet started

Deferred Task: Remain on the deferred list as future work required (see separate sheet)



QUESTIONNAIRE

PLAY PARK REGENERATION

Dear Resident

Angmering Parish Council have agreed to investigate several areas of Angmering - including Pippin Play Park. We would like to gather your views and suggestions on improving this area.

Your opinions and suggestions really do matter to us. We want to encourage as many people as possible to complete an on-line questionnaire in order for us to provide facilities that meet the needs of your community, please help us by completing this short questionnaire.

Please encourage all members of your household to complete the questionnaire - we value every response.

PIPPIN PLAY PARK

Roman Avenue,
Angmering,
West Sussex
BN16 4GH



We are using Survey Monkey to host our questionnaire and there are 6 questions to complete. To access the questionnaire please use this link: <https://www.surveymonkey.co.uk/r/pippin-angmering> The link will also be available on our website.

Please submit your response by **Sunday 13 December 2020**.

If completing the on-line questionnaire is not possible, please call on 01903 772 124 with your thoughts and we can complete the form for you.

**Thank you for taking the time to complete this questionnaire,
we really appreciate your input**

Angmering Parish Council

Tel: 01903 772124 Email: admin@angmering-pc.gov.uk

The Corner House, The Square, Angmering, West Sussex, BN16 4EA



Play Park Regeneration - Pippin Play Park

Play Park Regeneration - Pippin Play Park

Angmering Parish Council have agreed to investigate several areas of Angmering - including Pippin Play Park. We would like to gather your views and suggestions on improving this area.

Your opinions and suggestions really do matter to us. We want to encourage as many people as possible to complete an on-line questionnaire in order for us to provide facilities that meet the needs of your community, please help us by completing this short questionnaire.

Please encourage all members of your household to complete the questionnaire - we value every response.

Please submit your response by Sunday 13 December 2020.

Thank you for taking the time to complete this questionnaire, we really appreciate your input

Pippin Play Park



1. Do you use Pippin Play Park, Roman Avenue, Angmering

- Yes
- No

If no, why is this? Please give details. Go to question 3.

2. How often do you currently use Pippin Play Area?

- Every day
- A few times a month
- A few times a week
- Once a month
- About once a week
- Less than once a month

3. Do you think this area serves the needs of local residents and their families?

- Yes
- No

Please give details

4. If this play area was improved, would you use it more?

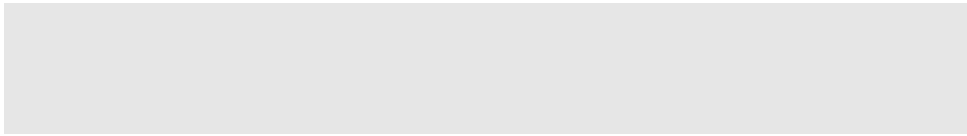
- Yes
- No

Other (please specify)

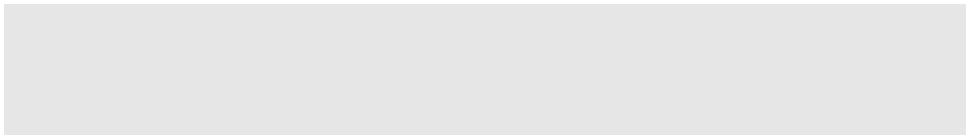
5. If this area were to be refurbished, would you prefer to....

Please note that this area must remain a green space. Angmering Parish Council are committed to not reducing the amount of green space in the parish but looking for ways to enhance its use.

- Replace/add more play equipment.
- Remove everything, grass over and take down all fencing.
- Remove everything, put in benches, trees and or flower beds.
- Other (please specify)



6. Do you have any further comments/recommendations you would like to make regarding this area?





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SUPPORTING PAPER

COMMUNITIES, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE MEETING WEDNESDAY 25 NOVEMBER 2020

- **AGENDA ITEM 12: ASRA PAVILION AND CAR PARK - DECISION NEEDED**

The Pavilion is currently in need of repair to its veranda, storage area located under the building and car park. There are still other areas that need assessing and possible maintenance, but these areas are deemed to be the most important with regards to health and safety of users.

The below quotes relate to the essential work that is needed to repair the Sports Pavilion and car park at Palmer Road Recreational Ground.

Quote 1a – Pavilion ONLY

Re: Quotations for repairs to the Palmer Rd Rec Pavilion, Angmering

Further to your request to provide a quotation for works, please find below our quote set out below.

To remove and dispose of the guttering to the front of the pavilion, to supply and install replacement guttering and down pipes including all clips and caps

To remove and dispose of the rotten banisters and railings to the front of the pavilion, to supply and install replacement banister and railings to include 3 rails and all fixings and fittings. To supply and apply suitable timber stain

To refurbish the side storage lockers under the pavilion. Remove and dispose of the timber frame supporting the lockers and replace, remove cladding on lockers and supply and install replacement cladding, replace all fixings and fittings as required. To supply and apply suitable timber stain

All waste to be removed from site and disposed of.

Cost to undertake the above works £3,102.91 +VAT

Quote 1b – Pavilion & Car Park

Re: Quotations for repairs to the Palmer Rd Rec Pavilion, Angmering

Further to your request to provide a quotation for works, please find below our quote set out below.

To remove and dispose of the guttering to the front of the pavilion, to supply and install replacement guttering and down pipes including all clips and caps

To remove and dispose of the rotten banisters and railings to the front of the pavilion, to supply and install replacement banister and railings to include 3 rails and all fixings and fittings. To supply and apply suitable timber stain

To refurbish the side storage lockers under the pavilion. Remove and dispose of the timber frame supporting the lockers and replace, remove cladding on lockers and supply and install replacement cladding, replace all fixings and fittings as required. To supply and apply suitable timber stain

All waste to be removed from site and disposed of.

Cost to undertake the above works £2,173.55 +VAT

AND

Re: Quotations for temporary resurfacing of car park

Further to your request to provide a quotation for works, please find below our quote set out below.

Provide all labour, plant and materials to:

Repair the car park surface by cleaning out the puddle/dips, square these off and excavate to a depth of approx. 125mm, infill with 100mm of MOT type 1 and compact to leave approx. 25mm below the existing car park surface.

To scrape back the excess aggregate that has accumulated by the entrance gate

To scrape in the aggregate that has accumulated around the edges of the car park

To supply and spread approx. 20T of recycled road plainings and compact with a 2T vibrating roller to lock plainings together to leave surface restored to previous levels

Cost to undertake the above £2,215.10 + VAT

Please note that the above will provide a temporary surface that will support light traffic, stationary vehicles turning/steering front wheels will disturb the top layer which can be recompacted. The surface will not support continued use by HGVs due to the integrity of the subbase.

For work to the Pavilion and the car park the total cost will be: **£4,388.65 +VAT.**

Quote 2 – Pavilion and Car Park

| Item No | Description of Works | Quantity | Unit Price | Amount |
|--------------------------------|---|----------|----------------------|-------------|
| 1. | <ul style="list-style-type: none">To remove, dispose and replace wooden roof supports and guttering.Re-level car park by scraping surface and removing the old waste stoneRe-level, compact surface using MOT and 20mm Shingle making sure not to cover drains. | 1 | £ 9,700.08 | £ 9,700.08 |
| <i>Additional Information:</i> | | | Sub Total: | £ 9,700.08 |
| | | | VAT: | £ 1,940.02 |
| | | | Total Amount: | £ 11,640.10 |

Quote 3 – Car Park ONLY

Description-Grade & Level Existing Car Park.

- Supply a mini digger & driver.
- Supply 9 tons of Type 1 MOT
- Grade & level existing carpark using additional Type 1 MOT.

Cost £1070 +VAT

Total £1284

Quote 4 – Pavilion ONLY

Estimate re: Refurbishment to front aspect of Club House

Remove all plywood sheet boarding from front of building.

Remove all existing handrails.

Replace all (x11) 100mm x 100mm support posts by cutting and splicing in new treated posts. Joins to be glued and screwed for strength.

Replace 3 x (100mm x 100mm) posts at foot of both sets of steps.

Fit new 95mm x 45mm treated timber hand and leg rails.

Treat all new wood with Weathershield wood stain to match existing.

Remove all existing guttering and downpipes from front aspect of building and replace with new.

Supply of one 6yd skip for removal of all waste from site.

Estimate: £5,250.00

Please note this estimate is based on two men taking 10 working days to complete, and should it be completed sooner the final cost will be reduced to reflect this.

Budget 2020/2021

Available budget - £4,192.00 for both the Pavilion and Car Park. There are funds currently against grass maintenance for this area of £2,000 should further funding be needed to carry out the work to the desired standard.

DECISION NEEDED

To decide which quote should be accepted for both the car park and pavilion repairs.



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SUPPORTING PAPER

COMMUNITIES, LEISURE, ENVIRONMENT AND WELLBEING COMMITTEE MEETING

WEDNESDAY 25 NOVEMBER 2020

- **AGENDA ITEM 12: TERRACYCLE UPDATE**

The following update has been put together by Cllr. Alan Evans.

The scheme has continued to run from March but instead of 3 sacks every two weeks it has been every two or so months.

The boxes in the office and the community centre were not used after March but I have allowed both places to give out my home address and so people, including councillor Norma Harris have been dropping stuff off.

The co-op had stopped collecting in February, so I cleared up all of their collections but plans to put a box in their shop and the village hall are on hold at present.

I contacted both junior schools after the recent half term to continue collecting and emptied a very full bin from St Margaret's on the 13th of November. Angmering school contacted me about obtaining some bins (as discussed way back) and were having a school council meeting and planning to apply for a community grant.

There have been some slight changes to what is able to be collected (I have a new leaflet) and the money raised still all goes to help autism in West Sussex. I have no problem sorting the collections at present and feel that both these points can wait until things are fully back up running.



ANGMERING PARISH COUNCIL

Annual Plan to March 2021

ANGMERING PARISH COUNCIL
Authored by: Nikki Hamilton-Street
Date Updated: October 2020
Version: 2



| AIM | OBJECTIVE | ACTIONS | BUDGET | PRECEPT OR GRANT | WHO IS RESPONSIBLE | COMPLETION DATE | UPDATES | RAG |
|--|--|--|-------------|------------------|--------------------------|-----------------|--|-----|
| To have sufficient office staff to meet the needs of the Parish | To ensure all procedures and legal requirements are in place | To update contracts To update staff handbook To update appraisal system To review staff training needs | £183,613.00 | Precept | Katie Herr | March 2021 | All contracts updated and issued All appraisals done Review of training undertaken & courses allocated | |
| To have an efficient and effective IT system | To review current and near future requirements | Consultation with staff Review of office practices Gain quotes | £8,500.00 | Precept | Katie Herr Tracy Lees | December 2020 | New equipment installed | |
| To support Councillors to deliver the best possible service to residents | To equip Councillors with knowledge and skills | Provide specialised training on; <ul style="list-style-type: none"> • Councilor role • Finances • Chairing meetings | £2,000.00 | Precept | Katie Herr The Chair | March 2020 | Councilors skills audit completed All Councilors completed; Being an effective Councilor & Financial training Chair Training Planning training booked | |



| | | | | | | | | |
|--|--|--|------------|---------|--|------------|---|--|
| To have effective online engagement with community | To increase regular presence on social media and updates on website | To have a monthly plan for social media To create a system for staff overseeing social media and website | | | All staff members | | Posts going out to promote important information | |
| To review existing Neighbourhood Plan | To ensure that it is fit for purpose taking into account latest policies and changes since last Plan | Establish a Steering Group Continue with community engagement Produce a survey to go to all Parishioners | £40,000 | Grant | Review Group | March 2021 | Initial Community Survey compiled All on hold due to Covid | |
| CLEW | | | | | | | | |
| To ensure that play areas in the village provide high quality experience | To develop a strategy and method for prioritising | To replace Blenheim play area and review equipment To produce priority list and plan for refurbishing or | £28,000.00 | Precept | Tracy Lees Tara Gambling CLEW Committee | March 2021 | Blenheim play area completed Strategy introduced and priority matrix | |



| | | | | | | | | |
|---|--|---|------------|---------|---|------------|--|--|
| | | replacing remaining play areas Identify funding streams | | | | | | |
| To support the development of Palmer Road Recreation Ground | To ensure that the facilities are the best they can be currently To ensure that the new Sports Hub offers high quality facilities for Angmering | To work with ASRA To work with ADC with ensure the project is delivered | £13,000.00 | Precept | Cllr Jones Katie Herr | March 2021 | Regular meetings with ASRA Meetings arranged with ADC Councilors to move new Sports Hub forward | |
| To support Angmering Community Centre | To ensure that the centre is accessible to all | To provide support for maintenance To work with the Trustees to develop what the Centre provides | £12,000.00 | Precept | Katie Herr Chair | March 2021 | Support in place with new Centre Manager | |
| To ensure that Mayflower Park offers residents | To develop a plan for enhancing Mayflower Park | To maintain the BMX Track & Skatepark | £7,100.00 | Precept | Tracy Lees Katie Herr CLEW Committee | March 2021 | Identified possible S106 for lighting. SSE | |



| | | | | | | | | |
|--|---|---|------------|----------------|---|-------------------|--|--|
| <p>access to an open space</p> | | <p>To identify funding to provide footpath lighting</p> <p>To establish all covenants on area</p> <p>To develop a working group to develop a plan</p> | | | | | <p>undertaken site survey</p> <p>Working Group established and plans being developed</p> | |
| <p>To provide allotments in the Parish</p> | <p>To ensure that Honey Lane Allotments are legally secure</p> <p>To identify areas where community can grow fruit and vegetables</p> | <p>To update lease</p> <p>To work with Allotment Association to ensure best use of facility</p> <p>To identify need and then additional areas if required</p> <p>To investigate the Lloyd Goring Close Site</p> | <p>£25</p> | <p>Precept</p> | <p>Parish Office CLEW Committee</p> | <p>March 2021</p> | <p>Community Allotment gained at Honey Lane</p> <p>Initial meeting with ADC been had re Lloyd Goring Close</p> | |



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| To deliver a Parish Assembly | To ensure that all organisations within the village can promote themselves to the community | To identify a suitable date and venue To promote to all residents | £400.00 | Precept | Tracy Lees | December 2020 | On hold | |
| To reduce the impact of litter and dog fouling in the Parish | To identify workable methods to decrease the amount of litter and dog fouling To provide bins | CLEW committee to focus on this Create litter volunteers and provide equipment | £1,150.00 | Precept | Tracy Lees Sam Fraser CLEW Committee | March 2021 | Promoting Green Dog Scheme New bin provided at Lloyd Goring Close Volunteer Litter Picking Scheme launched | |
| To ensure the greenery in the village is well maintained | To work with WSCC and ADC to ensure they meet their obligations To work with Angmering in Bloom to continue to | To ensure that we have an up to date understanding of who is responsible and for where To promote to Councillors and | £22,700 | Precept | Parish Office CLEW Committee | March 2021 | Started | |



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| | <p>enhance the Village</p> <p>To promote residents to “LoveWhereYou Live”</p> | <p>Residents where to report issues</p> <p>To deliver a regular campaign through social media, and newsletter</p> | | | | | | |
| <p>To reduce potential flooding within the village</p> | <p>To support the project to provide flood alleviation above Black Ditch</p> <p>To apply to Op Watershed to fund the project for Cow Lane</p> <p>To identify funding to support the work required in Honey Lane</p> | <p>Continue to work with EA & WSCC</p> <p>Complete application</p> <p>Work with WSCC to identify appropriate funding</p> | <p>£55,443.56</p> | <p>Grant</p> | <p>Parish Office CLEW Committee</p> | <p>March 2021</p> | <p>Positive discussions with WSCC, ADC linked to South of Water Lane development</p> <p>Received Op Watershed funding to alleviate flooding. S106 in place for resurfacing</p> <p>WSCC looking at possible funding streams</p> | |
| <p>Ensure that the Parish Resilience Plan addresses the main risks to Angmering Parish</p> | <p>To review annually or after use</p> | <p>To supply training to Councillors, staff and</p> | | | <p>Parish Office CLEW Committee</p> | | <p>Resilience Plan used to instigate response for Covid</p> | |



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| | | residents after use or review To implement outcomes of review | | | | | | |
| To develop volunteering opportunities in the Parish | To develop a volunteering strategy To identify opportunities to increase capacity through volunteers | To write strategy and implement process for recruitment and support To develop Keep Angmering Tidy (KAT) Volunteers To increase number of Green Dog Walkers | | | CLEW Committee | | Recruitment of volunteers for Community Allotment and Litter Pickers started | |
| HTP | | | | | | | | |
| To monitor planning applications | To influence proposals for new developments To provide effective input | To monitor progress of planning applications, identifying impact on wider village infrastructure | | | Parish Office Tara Gambling Chair HTP Committee | | Effective challenging taking place both with Developers at Angmering Advisory and | |



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| | | <p>To access training for staff and Councillors</p> <p>To attend and contribute to Angmering Advisory Group</p> <p>To attend and contribute when appropriate at ADC Development Control meetings</p> <p>Attend Planning Policy Sub-Committee</p> | | | | | <p>through objections</p> <p>Training arrange for use of effective objections and Neighborhood Plan</p> <p>Councillors attending all meetings</p> | |
| <p>To explore possible solutions to traffic flow in the village</p> | <p>To reduce the speed and volume of traffic circulating around the village</p> | <p>To look at solutions around Weavers Hill and the High Street</p> <p>To look at traffic movement</p> | | | <p>Parish Office Chair</p> <p>Chair of HTP</p> | | <p>Initial walk round been undertaken by members of HTP</p> <p>Meeting arranged</p> | |



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| | | around north end of Dappers Lane | | | | | with WSCC Highways to talk about issues in general Working Group set up to look at Dappers Lane | |
| Influence CIL/S106 contributions to the Parish Council | Ensure that monies are used to support projects that are of benefit to the village | Keep an up to date list of contributions Monitor the implementation of the monies for specified projects Ensure that projects are identified as part of community engagement / consultation | | | Katie Herr Chair | | Up to date information received. Discussions on allocated S106 being reassigned List of projects identified for future developments | |
| ASPIRATIONS | | | | | | | | |
| To work effectively with Arun District Councillors | To ensure all parties are working together for the | To agree a way of updating on meetings to | | | Katie Herr Chair ADC Elected Councillors | | Meeting arranged | |



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| | best outcomes for Angmering | avoid duplication To agree priorities and responsibilities | | | | | | |
| To promote the provision of a non-secular primary school in the south of the village | To identify ways to ensure that this is delivered through S106 received by WSCC | To confirm with WSCC that a land swap is not beneficial to the community To work with WSCC Members and Officers to ensure they can see the need To work with local MP to raise concerns | | | Katie Herr Chair | | Clarified with WSCC that a land swap will not happen Emails been sent to chase WSCC on S106 allocation Letter sent to MP requesting support | |
| To promote the village shops and encourage the public to the area. | To investigate ways of increasing public awareness of the shops and businesses in Angmering | Produce "Shop Local" map Install hand sanitisers Create events to promote the village shops | £2177.00 | Grant from Opening Highstreets Safely fund | Office Staff | | Handsanitisers in place at 5 locations Leafley showing shops in village and | |



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| | | | | | | | Downs Way delivered to all homes in parish Advert in All About Angmering | |
| To provide accessible public toilets to all within the village centre | To identify a suitable site To identify funding To ensure the toilets including "Changing Places" facilities | To work with developers and existing sites in the village centre to identify a site To work with ADC to secure funding from developments | | | Katie Herr Chair | | | |