



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

TO: ALL MEMBERS OF THE COUNCIL

The Annual Meeting of the Council (5 May 2021) will be held remotely (via Zoom) and is to be delivered within 'The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020' that are currently enacted for Meetings on and up to 7 May 2021. For further information see The Local Authorities(Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 <http://www.legislation.gov.uk/uksi/2020/392/contents/made>

**YOU ARE SUMMONED TO ATTEND A MEETING OF
ANGMERING PARISH COUNCIL VIRTUAL ANNUAL MEETING OF THE COUNCIL
ON WEDNESDAY 5 MAY 2021 AT 7PM
FOR THE PURPOSES OF TRANSACTING THE FOLLOWING BUSINESS:**

AGENDA

1 ELECTION OF CHAIRMAN

To elect the Chairman of the Parish Council for the coming Council Year. The signing of the Acceptance of Office will be completed in the presence of the Clerk by end of day Thursday 6 May 2021

2 ELECTION OF VICE CHAIRMAN

3 APOLOGIES FOR ABSENCE

4 DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA

5 APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 APRIL 2021

6 PUBLIC CONSULTATION

Members of the Public are invited to submit questions, for consideration at the meeting, to the Council by no later than Tuesday 4 May 2021 at 4.00pm, either in writing delivered to the Parish Council Offices, via email to: admin@angmering-pc.gov.uk or by telephone: 01903 772124.

You can also request to join the live Zoom meeting by emailing admin@angmering-pc.gov.uk and requesting the meeting number and password. If you have any questions regarding the app used, please do not hesitate to contact the Clerk.

7 REVIEW OF 2020/2021

To receive an overview of what was achieved in 2020/2021

8 FRED ROWLEY AWARDS

To award the Fred Rowley Award in recognition of valuable contribution to the community of Angmering.

9 FINAL ACCOUNTS 2020/2021

- a) To receive and agree the final accounts for the financial year ended 31st March 2021.
- b) Sign 31st March 2021 Balance Sheet

10 AUDIT REPORT 2020/2021

To receive the Audit Report for 2020/2021 which was conducted remotely on Friday 16 April 2021

11 ANNUAL RETURN 2020/2021

To approve Section 1 of the Annual Governance and Accountability Return 2020/2021

12 ANNUAL RETURN 2020/2021

To approve Section 2 of the Annual Governance and Accountability Return 2020/2021

13 THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:

- a) The attached action list
- b) Any subsequent matters that have arisen since the agenda was set.

14 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR

15 REPORTS FROM THE ARUN DISTRICT COUNCILLORS

16 APPOINTMENTS TO PARISH COUNCIL COMMITTEES

- a) Governance & Oversight Committee
- b) Planning and Infrastructure Committee (Formerly Housing, Planning and Transport)
- c) Community, Leisure, Employment & Well-Being Committee (Formerly Community, Leisure, Environment and Well-Being)

17 APPOINTMENTS TO REPRESENT THE PARISH COUNCIL ON OTHER ORGANISATIONS

- a) Joint Eastern Arun Area Committee (JEAAC)
- b) Eastern Arun Parishes Group
- c) Arun District Association of Local Councils (ADALC)
- d) West Sussex Association of Local Councils (WSALC)
- e) Angmering Sports and Recreation Association (ASRA)
- f) JEAAC Highways and Transport Working Group
- g) Angmering Village Hall Management Committee
- h) Littlehampton Health Services Advisory Group
- i) Angmering Twinning Association
- j) South Downs National Park Authority
- k) Arun District Council Planning & Development Advisory Group
- l) Angmering Community Land Trust

18 CODE OF CONDUCT 2021

To receive the current Code of Conduct as adopted by Arun District Council, with a view to adopting it for use by Angmering Parish Council

19 FINANCIAL REGULATIONS

To receive the updated Financial Regulations, with a view to adopting them for use by Angmering Parish Council

20 ANNUAL BUSINESS PLAN 2021-2022 PRIORITIES AND UPDATES

To discuss the Annual Business Plan 2021-2022 in regards to priorities and next steps.

21 COMMUNITY GRANT APPLICATIONS

No Grant Requests have been received this month.

The 2021/2022 budget for Community Grants is £3,800. It currently stands at £3,440 with one grant approved.

22 2021/2022 FINANCIAL REPORT

Statements of the Bank Account Balances and Loans Outstanding as at 30 April 2021. All the below to be signed by a nominated councillor and minuted.

- a) Income and Expenditure compared with the Revised Budget, for the period to 30 April 2021
- b) Lists of cheques and other payments for April 2021.
- c) Bank reconciliation for April 2021.

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

24 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

An opportunity to ask questions resulting from the minutes of the meetings of:

- The Housing, Transport & Planning Committee meeting held on 20 April 2021 by Zoom
- CLEW Committee meeting held on 28 April 2021 by Zoom
- Governance & Oversight Committee meeting on 27 April 2021 by Zoom

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

DATE OF NEXT MEETING

- a) Revised meetings schedule, as attached.

The next scheduled Meeting of the Parish Council is on Monday 14 June 2021

K A Herr

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Katie Herr – Clerk to the Council

Date 29/04/2021