



Established 1894

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**TO: ALL MEMBERS OF THE COUNCIL**

**YOU ARE SUMMONED TO ATTEND A MEETING OF  
ANGMERING PARISH COUNCIL  
AT KING SUITE, ANGMERING VILLAGE HALL, ANGMERING.  
ON MONDAY 12 AUGUST 2024 AT 7:30PM  
FOR THE PURPOSES OF TRANSACTING THE FOLLOWING BUSINESS:  
AGENDA**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN AGENDA ITEMS**

**3. APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 JULY 2024**

**4. PUBLIC CONSULTATION**

An opportunity for parishioners to seek information or question the Committee and its members on matters pertaining to the Committee's work.

Members of the public are entitled to speak for 3 minutes.

Please note these meetings are being recorded for the purpose of minute writing. After the minutes have been written and confirmed by the Chair, the recording is destroyed.

**5. 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.

**6. CHAIR'S REPORT**

**7. REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

**8. REPORTS FROM THE ARUN DISTRICT COUNCILLORS**

**9. FREEDOM OF INFORMATION POLICY 2024**

Review the document which has been approved for adoption by Governance and Oversight Committee on 7 August 2024

**10. IT POLICY 2024**

Review the document which has been approved for adoption by Governance and Oversight Committee on 7 August 2024

**11. DOCUMENT RETENTION PLAN 2024**

Review the document which has been approved for adoption by Governance and Oversight Committee on 7 August 2024.

**12. COMMUNITY ENGAGEMENT POLICY 2024**

Review the document which has been approved for adoption by Governance and Oversight Committee on 7 August 2024

**13. INVESTMENT POLICY 2024**

Review the document which has been approved for adoption by Governance and Oversight Committee on 7 August 2024

**14. GENERAL RISK REGISTER & FINANCIAL RISK REGISTER**

To note the updated registers from Governance and Oversight Committee on 7 August 2024

**15. MAYFLOWER PARK CONTAINER CAFÉ OFFICIAL APPLICATION AND UPDATE**

**In view of the confidential nature of item 15 the committee are to consider a resolution to exclude the Press and Public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, in order to discuss the item**  
To discuss and confirm the official application document to be sent to all those established businesses that completed an expression of interest in furnishing and running the container café from Mayflower Park.

**16. COMMUNITY GRANT APPLICATIONS**

3 grant requests have been received this month

- Arun Community Transport - £400
- St Barnabas House - £250
- Arun and Chichester Food Partnership - £435

The 2024/2025 budget for Community Grants is £5,000, four grants have been awarded and £3,800 remains in the grant pot.

**17. 2024/25 FINANCIAL REPORT**

Statements of the Bank Account Balances and Loans Outstanding as of July 2024.  
Bank reconciliations will be signed by a nominated councillor and minuted.

- a) Income and Expenditure compared with the Revised Budget, for the period to 31 July 2024.
- b) Lists of other payments for July 2024
- c) Bank reconciliation for July 2024

**18. QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED.**

**19. QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

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


- The Planning and Infrastructure Committee meeting
- CLEW Committee meeting

- Governance & Oversight Committee meeting

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

**DATE OF NEXT MEETING**

The next scheduled meeting of the Parish Council is Monday 9 September 2024 at 7:30pm

  
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Date. 06/08/24.....

Katie Herr – Clerk to the Council