



Established 1894

Angmering Parish Council

The Corner House
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MINUTES OF THE MEETING OF ANGMERING PARISH COUNCIL HELD IN ANGMERING VILLAGE HALL ON MONDAY 10 FEBRUARY 2020

- Present:** Councillors John Oldfield (Chairman), Alan Evans, Mike Jones; Sylvia Verrinder, Alison Reigate, Sharlan Woodason, Rhys Evans, Paul Bicknell, Nicki Hamilton-Street, David Marsh, Lee Hamilton-Street and Frank Carr
- In Attendance:** Katie Herr, Clerk; Tracy Lees, Committee Clerk, District Cllrs. Andy Cooper and Mike Clayden, and 8 members of the public were present
- Acronym:** Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – CLT, Housing, Transport & Planning Committee – HTP, Community, Leisure, Environment & Wellbeing Committee – CLEW, Neighbourhood Plan – NHP; JEAAC - Joint Eastern Arun Area Committee.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	19/196	APOLOGIES FOR ABSENCE Apologies were received and approved from Cllr. Norma Harris and West Sussex County Cllr. Deborah Urquhart.	
2	19/197	DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA. No declarations of Pecuniary or Non-Pecuniary interests were received.	
3	19/198	APPROVAL OF MINUTES Approval of the minutes of the meeting of the committee from Monday 10 February 2020 were agreed by all and subsequently signed by the Chairman.	
4	19/199	PUBLIC CONSULTATION A member of the public commented that he had raised two matters regarding dangerous parking outside Quiet Waters and in Nursery Road near the junction with the Roundstone. He commented that while Quiet Waters was on the action list Nursery road wasn't. The Clerk apologised and advised that this would be noted again. The Action List process was also explained and how it was shared. Outstanding actions can be found within the supporting papers for each meeting (see the APC website) and that it had been previously agreed that the closed actions would not be shown however the list is freely available to view at the APC office during working hours.	

The member of the public asked if the dangerous parking issues could be referred to the Highways and Transport Committee and ask if a TRO was required.

Action: Add Nursery Road to the action list.

Action: Discuss with David Marsh, Chair of HTP Committee

Action: Pass on to JEAAC Highways

Clerk
Clerk
Clerk

The member of the public then asked about two older actions, a register of land that APC was responsible for and the cycle path in Rowan Way. The Clerk reported that both items were being dealt with, but APC were still waiting to hear from WSCC.

Due to the recent CLT Housing Survey it had been reported that the gullies in Mayflower were blocked and the question was asked if this was APC responsibilities. Cllr. Oldfield commented that he could not answer straight away but would be happy to discuss.

Action: Arrange a time to discuss

Clerk

5 **19/200 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.
For the Action List see **Appendix 1.**
- b) Any subsequent matters that have arisen since the agenda was set.
None.

The Clerk invited questions, but none were asked.

The Clerk then advised that since she submitted her report the confirmed number of stands at the Parish Assembly taking place on Wednesday 27 May 2020 was now 23 and the CPR Training course taking place on Monday 16 March 2020 was now full. As of yet no date has been given for when the improvements to the bus stop along Station Road (No. 250) will commence.

6 **19/201 CHAIRMAN'S REPORT**

Cllr. Oldfield advised that he had not attended any official functions, but he had attended a Development Control meeting on Wednesday 4 March 2020 where they considered the Gladman's site on Arundel Road, this was unanimously approved.

7 **19/202 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

No report was submitted.

8 **19/203 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllr. Cooper reported that he had attended the recent budget meeting on Wednesday 19 February 2020 were that budget had been agreed. Minutes of this meeting can be found on ADC website.

Cllr. Cooper commented that he had also been working with a member of the public to get some action concerning the encroachment by CALA Homes onto Cow Lane. A site meeting will take place in the near future.

Cllr. Clayden commented that community transport had been mentioned at tonight's meeting and he wanted to make sure APC was aware that Arun Community Transport was available in this area. The committee confirmed they were.

Cllr. Verrinder asked if a gate could be considered for Cow Lane to stop cars using it as a cut through. Cllr. Cooper commented that this was more a question Cllr. Urquhart from WSCC and he would raise this with her he would also ask about the signage as this needs to be consistent as the wording 'restricted byway' was questioned.

9 19/204 HONEY LANE - UPDATE

The Clerk reported what APC has been doing – see **Appendix 2**.

A member of the public representing Honey Lane Residents Association informed the committee that the recent meeting he had had with the Clerk and Councillors was positive and that a letter had been sent to the landowner as requested. However since the meeting he had taken advice and would now be questioning the landowner's responsibilities as this seems to be different to what APC have been advised.

The Representative then explained the many emails and letters he had obtained through the freedom of Information act. This showed that WSCC had been involved since 15.05.2014. A long discussion then took place on the information that had been provided. It was also reported that as of Tuesday 9 March 2020 the number of signatures on the petition was 940.

The representative concluded by stating that the lane now needed to be repaired properly rather than patched up as has been done before. The Residents Association had commissioned a report/survey and this along with drawings would be made available.

Cllr. Cooper gave his thoughts on the situation and what actions he had been taking. He requested copies of all the correspondence that had been discussed at this meeting as he had not seen nor was aware of them and they would be very helpful. He also said the APC looked to be doing everything they could to assist the residents.

Cllr. Bicknell requested clarification regarding the report to the JEAAC. The representative read part of this out. Cllr. Bicknell requested a copy for the office. This was agreed by the representative.

Cllr. Oldfield thanked the representative for all the information and that APC had taken all comments on board and would keep the Association informed of any developments. The representative in turn thanked the Committee for listening. He finished by saying they would now be proceeding by presenting their petition to WSCC.

Some members of the public left the meeting.

10 19/205 NEIGHBOURHOOD PLAN

Cllr. Verrinder read out her report – see **Appendix 3**.

No questions were asked.

Cllrs. Cooper and Clayden left the meeting.

11 19/206 TRANSPORT – NUMBER 12 BUS ROUTE AND COMMUNITY TRANSPORT

The Clerk referred to the letter that had been sent round in the supporting papers and asked for the committees' thoughts. Cllr. Oldfield explained the background and also the costs involved. A discussion then took place including the various routes that are already available.

Cllr. N Hamilton-Street commented on the timings of the potential new service and that it could only be run outside of the school routes. She also mentioned that specific questions regarding bus routes will be asked in the forthcoming Neighbourhood survey. Cllr. N Hamilton-Street also explained the rules around Rural Commitment as Cllr. A Evans had raised a question.

It was noted that Stagecoach do not want to change their routes.

Cllr. Bicknell requested that APC budget for the following financial year for a new bus route, so we had the funds if this was to happen.

12 19/207 PUBLIC SPACES PROTECTION ORDER

The Clerk advised that APC were going to be permitted 3 signs in total and that locations needed to be decided. A discussion then took place.

After discussion it was agreed to have signs placed in the following three areas: Downsway Shops, Angmering Village Centre and Mayflower Skate Bowl.

RESOLUTION: Cllr. N Hamilton-Street **PROPOSED** the three locations, Cllr. Marsh **SECONDED** and **ALL AGREED**.

The Clerk then asked if the committee were in agreement with the three other questions that had been asked (see Supporting Paper), all agreed.

Finally, it was requested that the Clerk contact Rustington and East Preston Parish Councils to check on the locations of their three signs as it would be better to have an even spread across the Parish's.

Action: Contact Rustington and East Preston Parish Councils to ask the question and report back.

Clerk

13 19/208 COMMUNITY GRANT APPLICATIONS

One grant application had been received in time to be heard at this meeting. A discussion then took place regarding the application.

An application for a grant has been received from **1st Angmering Scouts** for the sum of £750 towards the resurfacing of their carpark.

After discussion it was agreed by all that the grant should be given however Cllr. L Hamilton-Street commented that as this would be the last grant in the current financial year that could be applied for the remaining sum of £1,802.00 should be given. After a short discussion all agreed.

RESOLUTION: Cllr. L Hamilton-Street **PROPOSED** that sum of £1,802.00 was granted, Cllr. R Evans **SECONDED** and **ALL AGREED**.

The 2019/2020 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year is £0.

14 19/209 2019/2020 FINANCIAL REPORT

Statements of the Bank Account Balances and Loans Outstanding as at 29 February 2020 were presented.

- Income and Expenditure compared with the Revised Budget, for the period to 29 February 2020.
- Lists of cheques and other payments for February 2020.
- Bank reconciliation for February 2020.

Cllr. Oldfield asked if there were any questions. None were asked.

Cllr. R Evans signed the bank reconciliation for February 2020.

15 19/210 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS

None

16 19/211 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING

- The Housing, Transport & Planning Committee meeting held on Tuesday 25 February 2020 – None.
- CLEW Committee meeting held on Wednesday 26 February 2020 – None.
- Governance & Oversight Committee held on Tuesday 5 February 2020 – None.

17 19/212 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA

None.

DATE OF NEXT MEETING

The Committee's next meeting will be held in the Kings Suite, Angmering Village Hall on TUESDAY 14 April 2020 at 19:30.

The meeting concluded at 20:48.

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Chairman

Date.....

Meeting Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegated To	Completed Date
10/06/2019	4	19/029	Public Consultation	Contact the Environment Agency re possible flood risks regarding the Chandlers development	Chairman to contact the Environment Agency	Environment Agency have been contacted and are having a meeting on 30th January 2020. Should have an update by 1 Feb 2020. Chased 10 Feb 2020 - came back and advised there was going to be a delay. Chased 03/03/2020	Katie	
10/09/2019	4	19/029	Public Consultation	Obtain list of land ownership and maintenance responsibilities	Locate the list if possible	Land ownership could be obtained from arun Land Charges. TG working on this 05/08/19. TL got a list of Arun land that gets cut 03/12/19. Ongoing - 03/02/2020	Tara	
14/10/2019	14	19/114	Tree work needed within Angmering	Overgrown private hedges - advertise on FB and APC website	Create advert/information piece		Office	
09/12/2019	8	19/147	Correspondence Received - Parking in the village	APC Office to respond to the letter outlining the proposal and actions.	Send the letter as advised.		KH	
13/01/2020	9	19/164	Potential Land Swap with WSCC	Arrange a special meeting including WSCC and ADC	Arrange meeting	On hold for now awaiting update from WSCC.	KH	
13/01/2020	16	19/171	Angmering Parish Council Branding Policy	Raise question re logo on new road signs	Contact ADC			
10/02/2020	4	19/180	Public Consultation	APC office to approach developer and ask the question regarding parking along Roundstone Drive, outside Quiet Waters	Send the email		KH	
10/02/2020	11	19/187	Operation Watershed - Cow Lane, Angmering	Obtain two further quotes	Request quotes	On hold - waiting for Sue Furlong 09/03/2020	KH	

10/02/2020	11	19/187	Operation Watershed - Cow Lane, Angmering	Contact Sue Furlong re Operation Watershed funding	Send email	TL filling in paperwork to get back to Sue Furlong at WSCC	KH	
10/02/2020	14	19/190	Community Centre Green Space - Repair Dips	Arrange for a geo-thermal survey to be done as soon as possible	Send email to book	Survey carried out - awaiting report.	TG	
Task has been started								
Task to remian on the list								
Completed								
Task not yet started								

Completed Actions have been moved to another tab

Agenda Item 09.



Prepared by: Katie Herr
Subject: Honey Lane – Update
Date: 03/03/2020

For Information Only

The following steps have been taken so far and will be progressed until an outcome has been reached from each action taken.

West Sussex County Council (WSSC) - Operation Watershed.

The Clerk is in touch with WSSC regarding potential funding from Operation Watershed to address the flooding and drainage issues. They are looking into the potential use of this funding for the lane and will get back to me. They did inform the Clerk that IF any work took place, the owner of the lane would then be responsible for maintenance and that the roads would NOT be adopted. I will continue to chase and pass on any information to the Honey Lane Residents Association.

Arun District Council (ADC)

The Clerk has been in touch with ADC regarding potential S106/CiL money regarding contributing to the repair of Honey Lane. Some information has been fed back and passed on to the Honey Lane Allotment Association. The Clerk will continue to chase up further information and engage with the relevant parties to push for more information and answers.

Meeting - Angmering Parish Council (APC) & Honey Lane Allotment Association

A meeting between the two parties was held on 27 February 2020. This meeting was set to give an update to the two representatives attending from Honey Lane Allotment Association and to gain an update on their thoughts and how the petition was going.

After this meeting it was agreed that the residents would send a letter to the lane owner, Mr Somerset, and advise him of the current situation, what has been discussed so far and requesting assistance. The Clerk received an email from a member of the Honey Lane Residents Association with a copy of the letter sent. It has been requested that any response to the letter be shared with APC.

Honey Lane Residents Association

It has been agreed that a representative from the Honey Lane Residents Association give a verbal update.

NEIGHBOURHOOD PLAN UPDATE

Two Drop-in Sessions were held during February which encouraged 13 members of the public to assist with the production of the Plan Review. The visioning session held by AiRS on 20th February saw six members of the public attending along with the Parish Councillors who joined one of the three proposed working groups –

- Housing & Infrastructure,
- Environment, Leisure & Green Spaces and
- Community, Employment & Well-being.

Attempts to encourage more members of the public to come forward is ongoing.

Since the last Full Council Meeting, the Review Group met on the 11th, 25th February and 2nd March. During those meetings it was decided that the number of working groups should be reduced to two –

- Housing & Infrastructure (HIWG), and,
- Environment, Leisure & Green Spaces (ELGS)

as the other subjects would fit in the Community Action Plan. Also discussed at these meetings was the production of the Angmering Survey

Both Working Groups have held their first meeting where LHS was elected as the chairman of ELGS. It was decided at the Housing & Infrastructure Working Group (HIWG) that due to most of the group being away on holiday another meeting should be held, however, JO, DM and SV had a discussion as to the way forward for the group, the next meeting is scheduled for the 12th March. When the Chairman of the HIWG is known then the Steering Group (current Review Group members and Chairman of the working groups) will be formed and the first meeting set

The Call For Sites project has so far produced one reply

Councillor Sylvia Verrinder
Leader
Review Group

Clerks Report – Agenda item 5 (Together with Action List)

- 1) **A/45/19/PL Chandlers** – Decision date – 29 May 2020.
Response received by the solicitor from Landspeeds Solicitor – awaiting an update.

- 2) **A/99/17/OUT South of Water Lane** – We are currently liaising with Barratt David Wilson Homes regarding the plan for the site including ridge heights, access to the site and affordable homes. We are hoping to meet with them again soon, including Around District Council planning officer – Michael Eastham.
We also discussed the current Angmering Flood Alleviation Plan and have been liaising with both West Sussex County Council and the Environment Agency.

- 3) **COVID – 19** – As you are all aware the office, together with volunteers and councillors have been helping members of the parish (and further afield) with the below
 - a. Shopping Collection & delivery
 - b. Shopping for vulnerable person
 - c. Delivery of food parcels – food bank etc From the Littlehampton Community Fridge
 - d. Medication Collection
 - e. Welfare Calls – over the phone. Weekly check ins with lonely residents for reassurance and to hear a friendly voice
 - f. Dog walking
 - g. Taking books/talking tapes
 - h. Collecting parcels to take to Post Office
 - i. Collecting mail to post
 - j. Organising Taxi for medical appointment

As of 4 May 2020, we have

175 people registered as needing help

41 Volunteers

262 individual bits of help given since 17 March 2020

Issues regarding the Skate Bowl and BMX Track have been received and reported to the Police using the below link

<https://www.sussex.police.uk/tua/tell-us-about/c19/tell-us-about-possible-breach-coronavirus-measures/>

The team have worked so hard coordinating the efforts and are continuing to do an amazing job. We regularly check on both members of the public and the volunteers supporting them.

4) **Neighbourhood Plan** – Due to COVID-19 and wanting to keep the residents of Angmering safe and focused on getting themselves through the current crisis, the Neighbourhood Plan Review Group decided to halt the survey going to every house in the village. We will now have to factor in changes which have come into effect because of COVID-19 and rework the survey before it is sent out. This will now have a serious delay on our timescale for completion of the update to our Neighbourhood Plan.

5) Whilst the team in the office and Roy have been working really hard coordinating APC's Covid-19 response, Tracy has been working from home and making sure we keep up to date with projects etc.

Assets of Community Value – working through these and submitting them once they are complete. This is a long and complex process, made more difficult by the current situation.

Contracts – Renewing staff contracts and liaising with our HR company.

Posters, leaflets etc – designing posters and leaflets for relevant information in these times.

Supporting Documents – Creating reports and documents for Full Parish Meetings.

All About Angmering - Working on the May and June newsletter and sorting out the distribution issues

Streamlined online folders and emails – now easier to find and access items

Housing, Transport and Planning agendas - recording decisions made

Liaising with suppliers - pulling together quotes and designs and writing a paper for the Blenheim Play Park Project

Updating all participants regarding the Parish Assembly

Writing 'How to Guides' for future reference

Participated in 6 webinars regarding Play Parks – delivered by KOMPAN

Operation Watershed grant for Cow Lane - Worked and liaised with relevant contacts to complete an application for an Operation Watershed grant for Cow Lane

Roy is also keeping up with mowing (Bramley Green), keeping twittens tidy, fence painting, reporting and dealing with fly tipping, daily rounds and rubbish collection.

Its been a very busy few months for staff at APC – every single person giving 100%

Meeting Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegated To	Completed Date
10/06/2019	4	19/029	Public Consultation	Contact the Environment Agency re possible flood risks regarding the Chandlers development	Chairman to contact the Environment Agency	Chased 03/03/2020. Email received from Ele Pilla and Ray Drabble April 2020	Katie	
10/09/2019	4	19/029	Public Consultation	Obtain list of land ownership and maintenance responsibilities	Locate the list if possible	Ongoing	Tara	
09/12/2019	8	19/147	Correspondence Received - Parking in the village	APC Office to respond to the letter outlining the proposal and actions.	Send the letter as advised.		KH	
10/02/2020	4	19/180	Public Consultation	APC office to approach developer and ask the question regarding parking along Roundstone Drive, outside Quiet Waters	Send the email	Email sent March 2020 - awaiting response	KH	
10/02/2020	14	19/190	Community Centre Green Space - Repair Dips	Arrange for a geo-thermal survey to be done as soon as possible	Send email to book	Survey carried out - awaiting report. Report received - action to be decided.	TG	
09.03.20	4	19/199	APC Action List	Dangerous Parking - Nursery Road		Ask for more information - Tony	KH	

09.03.20	4	19/199	Dangerous Parking	Discuss dangerous parking with David Marsh, Chair of HTP Committee			KH	
09.03.20	4	19/199	Dangerous Parking	Pass dangerous parking issues on to JEAAC Highways	Ask if a TRO was required		KH	

Task has been started
Task to remian on the list
Task not yet started



ZOOM MEETING PROTOCOL

1. Where the protocol for remote meetings conflicts with the current Standing Orders for the Council this policy will apply, in all other cases (including the rules of debate) the existing standing orders for physical meetings apply.
2. A meeting is a meeting of the council as allowed under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and therefore attendance is summonsed to attend and apologies must be given if the Councillor cannot attend.
3. The meeting platform currently being used by the council is Zoom.
4. The meeting will be recorded and a link posted to the recording on the Angmering Parish Council website.
5. The agenda will include instructions on how a member of the public can obtain joining details for the meeting or instructions on how to send in their questions before hand, to be answered during the meeting.
6. Councillors (as well as members of the public) are also requested to send in their questions so that they can be answered under the relevant agenda item. This will not only save time but also help with the flow of the meeting.
7. Any member of the public wishing to attend must ensure that they are registered under their true name, pseudonyms are not allowed and where discovered the person will be denied access or ejected from the meeting.
8. All public participants will be muted and only able to participate during the allotted time on the agenda – Public Consultation. Public Consultation will follow the normal standing orders format.
9. The “Waiting Room” will be used to hold participants until the meeting starts.
10. If anyone declares a pecuniary interest, then they will be put into the waiting room until the agenda item is over, they will then be admitted back into the meeting.
11. If there are any confidential items on the agenda where the public and press should be removed, the relevant people will be moved to the waiting room until that item has been dealt with, they will then be admitted back into the meeting
12. Anyone wishing to ask a question during the Public Consultation may do so by raising their hand. Once that section of the agenda is concluded, any member of the public staying for further parts of the meeting will be muted and not be able to interact but will still be able to hear the council.
13. Councillors will be muted unless speaking (to remove background noise); they should indicate that they wish to speak by raising their hand.
14. Voting – A proposer and seconder will be done by raising a hand and the subsequent vote will also be conducted by raising a hand. These will then be counted by the Clerk and noted by the Meeting Clerk.
15. The Chair will run the meeting, with the assistance of the Clerk. The Chair will advise the Councillor or member of the public when they can speak, and the Clerk will unmute the speaker and re-mute afterwards. Any changes to this format will be advised before the meeting starts.
16. Participants are requested not to unmute themselves.
17. Any person can leave the meeting while in session, however any Councillors leaving the meeting will be recorded as such in the minutes for accuracy of decision making.

Angmering Parish Council

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SUPPORTING PAPER

ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING MONDAY 11 MAY 2020

Agenda Item 10, Mayflower Gullies

The Angmering Community Land Trust (ACLT) board alerted us to the fact that they have had to complete a CCTV inspection of the gully's in Mayflower Way to enable them to move forward with the proposed building of their houses. The gullies needed to be cleared before the CCTV inspection could take place.

As the owners of the lane it comes down to us to fund the clearing of the gullies. As far as I can ascertain, this has never been done before.

Below is an email from Angmering Community Land Trust to help explain.

Following this evening's PCM I thought it would be useful to provide you with some background information relating to the issue that ACLT raised during the public consultation, namely the drainage gullies in Mayflower Way.

ACLT has recently instructed various surveys to be undertaken on the Mayflower Way site to satisfy various planning conditions required by ADC. These are necessary prior to the commencement of any construction work on the site. One of those relates to infiltration testing of the site to identify any drainage issues that might arise as the results of those tests and to identify strategies that maybe required to resolve / mitigate those issues.

As a part of these tests the drainage gullies in Mayflower Way needed to be inspected to confirm their condition and capability to potentially handle any drainage issues that might arise following the infiltration testing.

Having instructed a CCTV survey we have learnt that little was gleaned from the recent visit of Drainflow, (CCTV vendor) as all the road gullies in the survey were heavily silted up and in some cases full to the brim.

Therefore in order to progress the survey the gullies need emptying with a vacuum unit while being jetted out. We have instructed the drains to be cleared so the survey can proceed without further delay.

It would be helpful if you could advise who is responsible for the maintenance of these gullies so that we can inform them of the results we obtain.

Please see the attached invoice, which has been settled by the CLT.

The amount of the invoice will be £1,992.00 which covers the gully cleaning and disposal of the collected silt.

Decision Needed

To agree to reimburse the ACLT for the work done to the gullies.



INVOICE

Angmering Community Land Trust
Angmering Community Centre
Foxwood Avenue
Angmering
West Sussex
BN14 4FU

Invoice Date
16 Mar 2020

Invoice Number
INV-1900

Reference
Mayflower Way, Angmering

VAT Number
252006548

Drainflow Solutions Limited
24 Howard Road
Horsham
West Sussex
RH13 6AB
Registered in England and
Wales.

Description	Quantity	Unit Price	VAT	Amount GBP
CCTV survey/report (day rate).	1.00	795.00	20%	795.00
Gully cleansing/line cleaning using super combi jet vac (day rate).	1.00	1,150.00	20%	1,150.00
Waste disposal at £85 per tonne.	6.00	85.00	20%	510.00
			Subtotal	2,455.00
			TOTAL VAT 20%	491.00
			TOTAL GBP	2,946.00

Due Date: 30 Mar 2020

Please make payment via cash, cheque or bacs transfer.
All cheques and payments to be made payable to Drainflow Solutions Ltd.

PLEASE ENSURE THAT PAYMENT IS MADE BY THE DUE DATE - we reserve the right to charge interest on any late payments.

Account Number: 22261699
Sort Code: 60-11-17

With thanks.



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SUPPORTING PAPER

ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING

MONDAY 11 MAY 2020

Agenda Item 11, New Computers – Office Staff

We have now reached the point where the office PCs are not working for the team and are out of date and running slowly. 3 of the machines are 7 years old and one is coming up to 6 years old. The current set up in the office has been highlighted as insufficient during the current COVID-19 crisis. There is only 1 working laptop and 2 laptops have had to have been borrowed from the Clerk to allow for further home working.

A suggestion was made by a councillor to have docking stations for laptops, this will allow for office and home working.

This issue was noted before the budget was set for this year and subsequently £4,000.00 was allocated to the 2020/2021 budget to allow for replacing these units.

The quote detailed below includes the following:

- Provision of four new laptops (relevant speed and processors as required)
- Provision of four docking stations
- Provision of four display screens
- It is assumed that the current keyboards and mice will be re-used were possible however as these items are very cost effective to purchase this has not been included in this quote.

Below is a breakdown of the individual cost of each item:

All figures are including vat

Quote: £3,384.00

Budget: £4,000.00

Under spend: £ 616.00

If the quote is agreed the equipment could be in place in a matter of a few weeks.

Description	Quantity	Unit Price	VAT	Amount GBP
Dell Inspiron 5000 15" Intel i5 10th Generation 256GB SSD 8GB RAM	4.00	505.00	20%	2,020.00
Dell Dock DA200 HDMI/VGA/Ethernet/USB 3.0	4.00	50.00	20%	200.00
Samsung 24" Display 3D Stand with height/tilt/rotation	4.00	150.00	20%	600.00
			Subtotal	2,820.00
			TOTAL VAT 20%	564.00
			TOTAL GBP	3,384.00

Decision Needed: To decide if the equipment is required and if yes to agree to this expenditure i.e. accept the quote and place the order.



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SUPPORTING PAPER

ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING

MONDAY 11 MAY 2020

1. Agenda Item 12, Young Peoples Public Art Project – Angmering School

Tim Ward, a local prominent artist, has been commissioned by Artsworld and Arun District Council, as part of the Arun Inspires Programme, to work with students of The Angmering School to design and create a new piece of public art for Angmering.

The artwork is to be no more than 4 metres high and it is proposed that it will be located on the green space outside the Community Centre. Currently there are two wooden stakes in the ground where a tree once stood – the proposed structure may be able to make use of these stakes to help support it.

The artwork design will aim to reflect the community of Angmering, its history, culture, location and aspirations.

Tim, Beccy East from Artsworld and Tracy held virtual meeting to discuss the look of the piece and the proposed location.

Please see below the initial sketch Tim has put together to aid you in visualising the piece of art in its proposed location near the Community Centre.

There are also two PDF attachments – a technical drawing and, alternatively, the information over two pages which may be easier to read.

Please note: Tim has included a clear rider explaining that the artwork shown is not the final design and is purely drawn as an aid to visualising the proposed public art in this location. The design will be fluid and will evolve as the project develops.

Decision Needed: To discuss the proposed location with a view to giving approval so that this project can proceed.



ARUN INSPIRES: Young People's Public Art Project

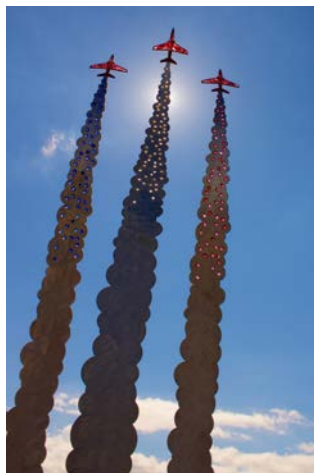
Artist Tim Ward of Circling the Square has been commissioned by Artsworld and Arun District Council, as part of the Arun Inspires Programme, to work with students of The Angmering School to design and create a new piece of public art for Angmering.

The artwork is to be no more than 4 mtrs high and will be located in a green space outside the Community Centre. The artwork design will aim to reflect the community of Angmering; its history, culture, location and aspirations.

Artsworld, the School & Artist wishes to work closely with teams of students in the development of the designs for the artwork and to share skills in working to a brief, design, 3D modelling, fabrication and installation.



Eastleigh



Bournemouth



Horsham



Northampton

Examples of Tim Ward's Previous Public Artwork



Visualisation showing potential location of the 'Ring' Sculpture for Angmering on the Green Space adjacent to the Community Centre. **NOTE: The artwork shown above is not the final design, it is purely drawn as an aid to visualising the proposed public art in this location**



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

SUPPORTING PAPER

ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING

MONDAY 11 MAY 2020

Agenda Item 12, Blenheim Play Area - Quotes & Designs

We have now had 3 quotes and designs in regarding the re-development of this area. Two other providers were also contacted but due to the Coronavirus situation were unable to quote.

Tracy met with all three providers on site and gave them exactly the same brief – the designs attached to this Supporting Paper is their interpretation of this brief.

All designs can be changed/modified if we feel something needs to be changed.

Point to note: Without moving the fencing space is limited so each provider has fitted what it can in given the space available – some pieces of equipment have to have a certain amount of space around it to comply with Health & Safety regulations so you may not see exactly what you wanted to achieve.

ADDITIONAL INFORMATION

Surface: The surface under the play equipment would be Grass matt, a rubber surface that allows the grass to grow through it. The path to the picnic table will be a self-binding gravel with a timber edge. The rest of the area will be grass as it is now.

Timescale: To understand what kind of timescale we were looking at one of the suppliers gave the following answer: *With regards to timescales, our manufacturing plant is open in France so we should be able to have equipment in approx. 6 weeks from order, we are currently waiting on our contractors to update us as to when and how they can look to return to work in a safe manner when the restrictions are eased. My thoughts are this should be within the next 6-8 weeks.*

What else is included in the quotes: Each supplier has quoted to remove the existing equipment, the ground to be made good and ready for the installation of the new equipment. Re positioning of the gate.

Welfare facilities (Toilet): This will be required on site and is included in each quote.

Container on site for storage: This will be required on site and is included in each quote.

Hopscotch area: This area cannot be re-furbished due to its present state and the materials used to build it originally.

Bench: Each supplier was asked to quote for a recycled plastic wheelchair accessible picnic table with game top. We have also contacted Marmax, a recycled product manufacture but so far have not heard back from them so are unable to include a quote from them.

COSTS

Below is a breakdown of the total cost for each provider based on the submitted designs:

All figures are excluding vat

Quote 1: £15,872.50

Quote 2: £14,666.90

Quote 3: £18,000.00

Please remember: *These costs could go up or down depending on what, if any, changes are made.*

Decision Needed: To agree which provider we should move forward with and next steps.





Toddler Swing



Games Table
Mini Beast Trail



Games Table
Snakes&Ladders



Our steel in the ground fixing system offers superior guarantees. Ask your Area Manager for more information.



QUOTE 2



Mini Orbiter



Little Hamlets Plus
Tottlebank Plus

Angmering Parish Council - Blenheim Park Play Area

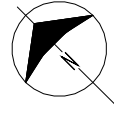
Scheme No: 21580rev1/WSU Date: 3/4/20 Drawn by: MH/MB

All plans are to scale unless otherwise stated. Artists impressions are provided as a visual only and may not accurately represent the layout of the finished site. All plans, quotations and correspondence between Playdale and the addressee are to remain strictly confidential between those parties only. Playdale reserve the right to make modification in design and specification.



CLIENT APPROVAL

NAME	
SIGNATURE	
DATE	

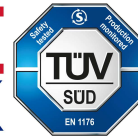


Our new steel in the ground fixing system offers superior guarantees

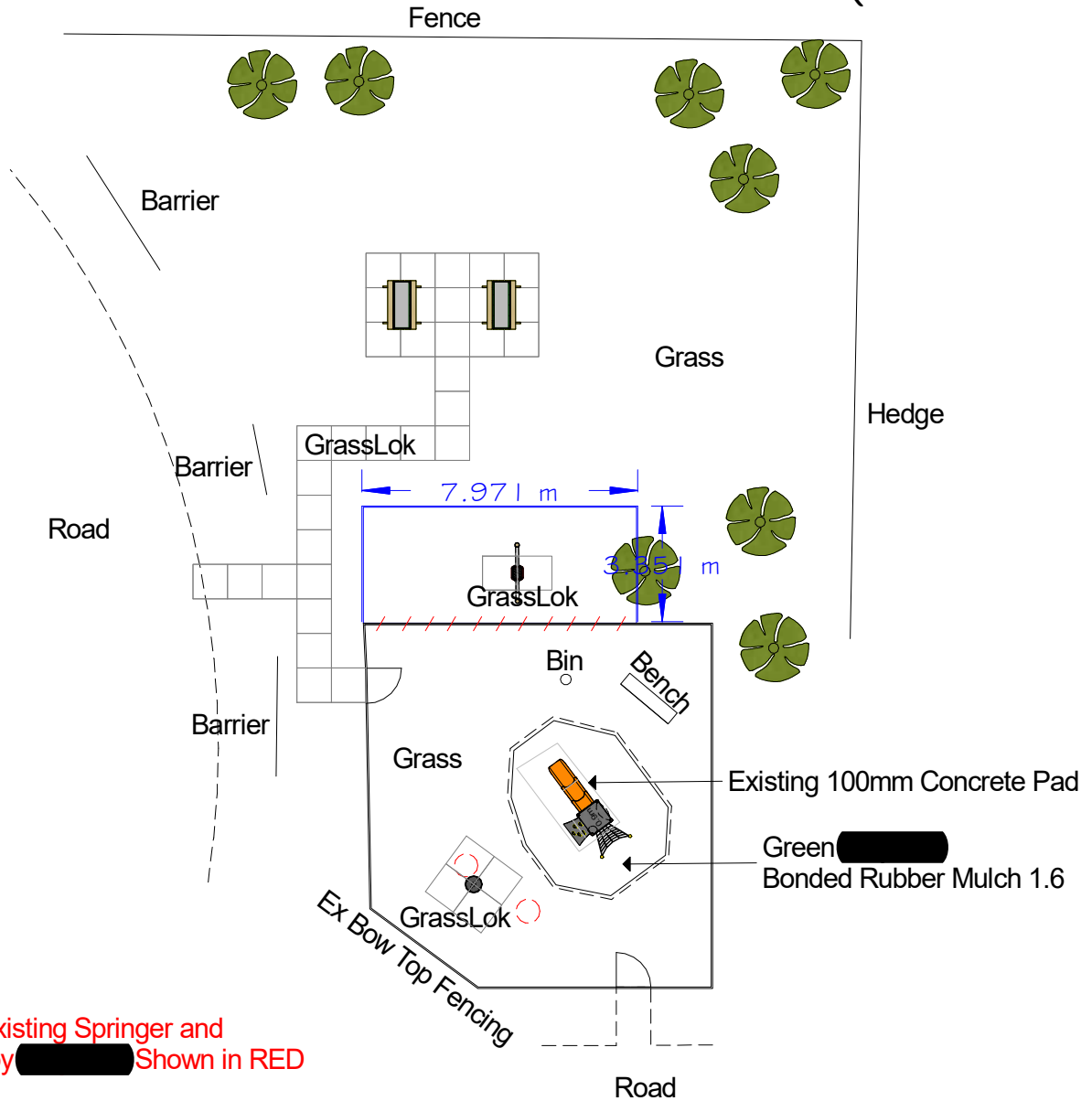
Ask your Area Manager for more information



MADE IN THE UK



QUOTE 2



Removal of Existing Springer and Spring Base by [REDACTED] Shown in RED

Extension of Fence, [REDACTED] Shown in BLUE

Important note:

Equipment positioning is subject to receiving service plans (gas/electric/water/phone, etc).

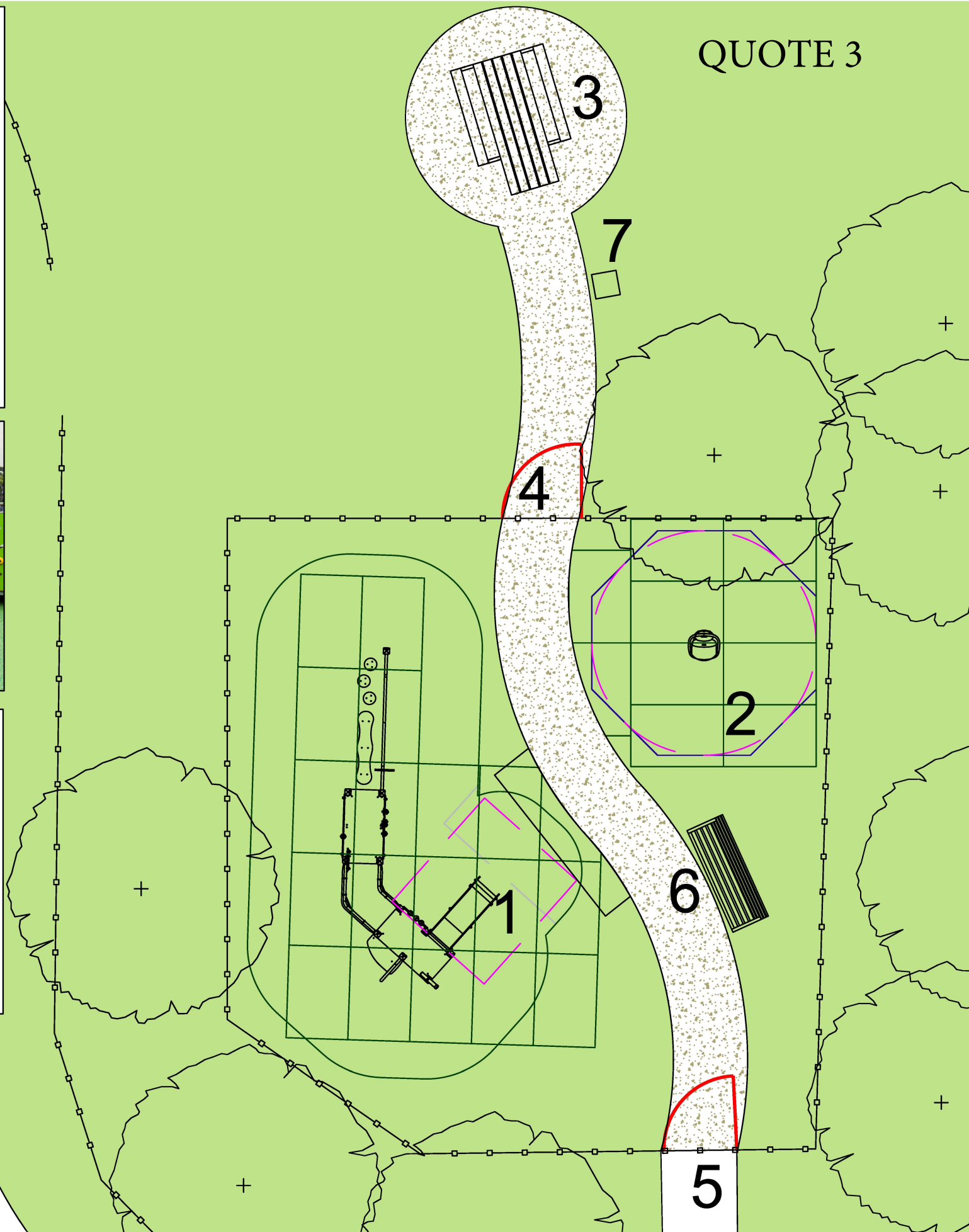
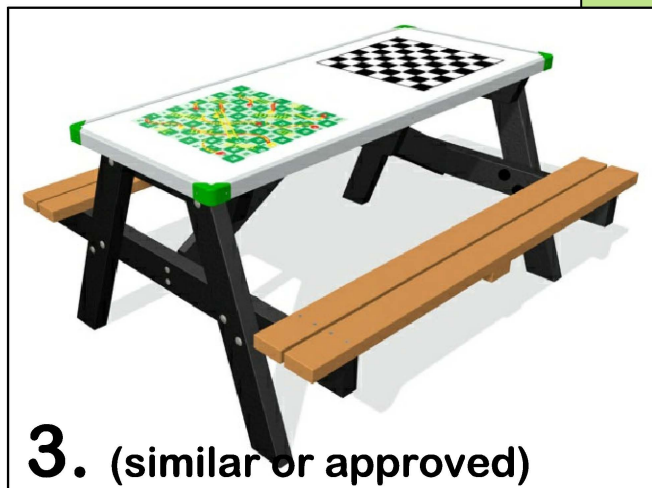
[REDACTED]

Angmering Parish Council - Blenheim Park Play Area

Scheme No: 21580rev1/WSU Date: 2/4/20 Drawn by: MH/MB Scale: 1:200@A4

All plans are to scale unless otherwise stated. Artists impressions are provided as a visual only and may not accurately represent the layout of the finished site. All plans, quotations and correspondence between Playdale and the addressee are to remain strictly confidential between those parties only. Playdale reserve the right to make modification in design and specification.





QUOTE 3

ITEMS LIST

- Equipment**
- 1. Diabolo Multiplay Unit Ref:J38126A
 - 2. Spinning Bowl Ref:J2411A

- Ancillaries**
- 3. Recycled Plastic Picnic Table with Games Top (TBC)
 - 4. Existing Gate (To Be Relocated)
 - 5. Existing Gate
 - 6. Existing Bench (To Be Relocated)
 - 7. Existing Bin (To Be Relocated)

Safety Surfacing
 Area to be surfaced with 44m² of EnviroSMART Grassmat

2m² of topsoil & turf to be laid where existing concrete pad has been removed.

29m² Self Binding Gravel Path inc. all groundworks & timber edge.

- Removals**
- Removal of 4m² existing concrete
 - Removal of 1x existing springer, 2x existing springer bases
 - Removal and reinstall of fencing for new position of gate

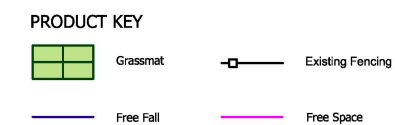
Optional Extras
 Post Installation Inspection has been included as optional extra.

Proposed Grassmat Safer surfacing is based on a fully established grass site (including a minimum of 150mm of good quality soil and turf).

Preliminaries have been included within your quotation, these equate to site setup, site storage, delivery, unloading of equipment, site welfare, heras fencing & signage and skips (this can also include supervision where necessary).

Topsoil & Turf watering is the responsibility of others and has not been costed for.

Some images shown are for illustrative purposes only. The quote and items list will show the exact equipment used.



QUOTE 1








Sales - Quote

Ms. Tracy Lees
Angmering Parish Council
Corner House
The Square, Angmering
BN16 4EA

Quote No. SQ253141-1
Sell-to Contact No. 630188
Quote Date 20-03-2020
Expiration Date 19-04-2020



Project Name EN21448 Blenheim Play Park

No.	Description	Quantity	Unit of Measure	Unit Price	Discount %	Amount
Products & Installation						
KSW901-CUSTOM	Pine Flat Seat Swing 20078383	1	Pieces	1,010.00	10.00	909.00
						
INSTALLATION	Installation	1	Pieces	754.00		754.00
KPL101201-CUSTOM	Play Tower with Plastic Slide & Pine Posts 20078384	1	Pieces	1,890.00	10.00	1,701.00
						
INSTALLATION	Installation	1	Pieces	425.00		425.00
ELE400024-3717F	Spinner Bowl, Yellow	1	Pieces	590.00	10.00	531.00
						
INSTALLATION	Installation	1	Pieces	350.00		350.00
PAR4070-0001	Agora Picnic Bench & Table Set, Surface Mounted	1	Pieces	1,630.00	10.00	1,467.00
						
EN-INSTALLATION	Installation	1	Pieces	172.00		172.00
KPL204-0001	Pine Picnic Table, Surface Mounted	1	Pieces	640.00	10.00	576.00
						



No.	Description	Quantity	Unit of Measure	Unit Price	Discount %	Amount
INSTALLATION	Installation	1	Pieces	172.00		172.00
Removals						
EN-DIG POST	Dig Out Per Post Incl. DSP Remove and dispose of 1 No. Bin, 1 No. Bench and 1 No. Springer	5	Pieces	96.60		483.00
EN-DIG FENCE 1 2M	Dig Out & Remove Fencing <1.2m Incl. DSP Carefully remove fencing for re-installation	2	Metre	15.77		31.54
EN-CUT GATE SINGLE	Cut Off & Remove Single Gate Incl. DSP Carefully remove gate for re-installation	1	Pieces	110.00		110.00
EN-IGATE SINGLE	Install Single Gate	1	Pieces	180.00		180.00
EN-IFENCE 120	Install Fencing	2	Metre	21.16		42.32
Pathway						
EN-PATH SBG	Supply & Install Self-Bind Gravel 50mm (0-49) Excl. Geotextile Liner	40	Squ. Metre	42.33		1,693.20
EN-EXC150 INC DISP	Excavate 150mm Including Disposal	40	Squ. Metre	20.55		822.00
EN-MOT100	Supply & Lay Type 1 Mot Stone 100mm	40	Squ. Metre	16.93		677.20
EN-EDGE PCC 050	Supply & Install Precast Concrete Edge	60	Metre	21.16		1,269.60
Prelims						
EN-SECUR1	Storage Container (6mx2.4m)-4wks Min Charge	1	Pieces	843.32		843.32
EN-SKIP	Skip Hire 8 Cy Mixed Waste (Not Rubber)	1	Pieces	434.11		434.11
EN-SITWEL U4WK	Site Welfare Under 4 Weeks	1	Pieces	352.74		352.74
EN-HERAS	Heras Fencing Unload, Erect & Dismantle	72	Metre	6.55		471.60
EN-HERASMIN	Heras Fencing Delivery & Collection Rate	1	Pieces	133.47		133.47
EN-HERASWK	Heras Fencing Hire Per Week	144	Metre	1.33		191.52
EN-TELEHANDLER	Telehandler Hire for 1 Week	1	Pieces	705.48		705.48
FREIGHT	Delivery	1	Pieces	374.40		374.40
Total GBP Excl. VAT						15,872.50
20% VAT						3,174.50
Total GBP Incl. VAT						19,047.00

Payment Terms Net 30 days



Your Quote

QUOTE 2

Quotation Number: 000064467

Product Code	Product Name	Quantity	Unit Price	Total
LTH/TOT/A1	Tottlebank Plus (Blue/Yellow) Plastic Slide SGF*	1.00	2,958.00	2,958.00
CMOR	Mini Orbiter	1.00	1,099.00	1,099.00
GT/D1	Outdoor Games Table - Mini Beast Trail - TGF*	1.00	651.00	651.00
GT/D4	Outdoor Games Table - Snakes & Ladders - TGF*	1.00	651.00	651.00
PBRM01	INSERT COLOUR Bonded Rubber Mulch 1.6cfh (sqm installed). Including removal of clumps and filling in of voids on an existing fully compacted area.	17.00	90.00	1,530.00
TSW/S	Timber Toddler Swing - SGF*	1.00	702.00	702.00
STEE0001	Uplift and reinstall 8m of Galvanised Bow top Fencing 1m High with additional 7m of new 1m High Galvanised Bow top Fencing	1.00	2,366.00	2,366.00
GRSL011	Black Grasslok Surfacing (30-150m2) Del & Ins	37.00	43.00	1,591.00
DEL015	Uplift and Removal of Existing springer and springer base	1.00	662.00	662.00
DEL008	Removal of foundation spoil, pallets, packaging and general rubbish.	1.00	338.00	338.00
DEL010	Container for on-site storage	1.00	422.00	422.00
DEL011	Welfare Facilities	1.00	218.00	218.00
DEL0002M	Delivery & Installation	1.00	2,085.00	2,085.00
	NB. Equipment positioning is subject to receiving service plans (gas/electric/water/phone etc) - Please visit www.linesearchbeforeudig.co.uk or consult your Playdale Area Sales Manager for further details.	0.00		0.00
			Less Discount	GBP 606.10
			NET	GBP 14,666.90



All the above prices are subject to VAT and are valid for a period of one month.



QUOTE 3

Prepared for: Angmering Parish Council
Our Reference: 2004.26014
Date: 23 April 2020

Quotation for Blenheim Play Area - Angmering

Qty	Code	Product Name	Unit Price	Total Line Price
01.				
1	J38126A	 Diabolo Multiplay Unit	7,992.00	7,992.00
1	PJ38126A	Installation of J38126A	1,455.52	1,455.52
1	J2411A	 Spinning Bowl	1,421.00	1,421.00
1	PJ2411A	Installation of J2411	301.60	301.60
		Total:		£11,170.12
08. Installation Costs				
1	UKINSTALL	Installation of recycled plastic wheelchair accessible picnic table with game top (TBC)	250.00	250.00
		Total:		£250.00
09. Safer Surfacing				
44	UKS1016	EnviroSMART Grass mat 3m CFH (per m ²)	28.00	1,232.00
		Total:		£1,232.00
10. Groundwork and Landscaping				
2	UKPQ1020	Topsoil & Turf m ²	18.00	36.00





Designer of play and sports areas

29	UKQ1055	Self Binding Gravel Path inc. all groundworks & timber edge per m ² >100m ²	65.00	1,885.00
			Total:	£1,921.00

11. Miscellaneous Items

1	UKA1002	Prelims	950.00	950.00
1	UKANC	Recycled plastic wheelchair accessible picnic table with game top (TBC)	1,500.00	1,500.00
1	UKREM	Removal of 4m2 existing concrete	100.00	100.00
1	UKREM	Removal of 1x existing springer, 2x existing springer bases	200.00	200.00
1	UKREM	Removal and reinstall of fencing for new position of gate	100.00	100.00
1	UKREM	Removal and re installation of existing bin & bench	630.00	630.00
1	UKREM	Removal and reinstall existing gate	500.00	500.00
			Total:	£3,980.00

Delivery Charge: £705.98

Discount: £759.10

Total Quote Amount: £18,500.00

Optional Extras

Qty	Code	Product Name	Unit Price	Total Line Price
1	UKA1100	Post Installation Inspection	450.00	450.00
			Total:	£450.00



Angmering Parish Council

The Corner House
The Square
Angmering
West Sussex BN16 4EA

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SUPPORTING PAPER

ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING

MONDAY 11 MAY 2020

Agenda Item 14, Operation Watershed Grant for Cow Lane

We are now able to submit our application to the Active Community Fund 2020-2021 provided by Operation Watershed for the flooding repairs needed to Cow Lane.

We have received 2 quotes regarding the repair (which are included in this paper). One other provider was also contacted but due to the Coronavirus situation they were unable to quote.

We have been working closely with Kevin Macknay, Flood Risk Management – Team Leader for Highways, Transport and Planning Place Services from West Sussex County Council. Kevin has very kindly helped complete the application form and approved its submission. Cllr. Deborah Urquhart has also given her approval as her signature was required as part of this application.

Below is a breakdown of the total cost from each provider:

All figures are excluding vat

Quote 1: £55,443.56

Quote 2: £44,914.41

Things to note:

Quote 1 – the provider had already visited the site with WSCC and therefore their quote is final.

Quote 2 - Please note the following when considering this quotation:

- We have included a Provisional Sum for traffic management. This would be subject to the agreement and approval of the Local Highways Authority and may vary, depending on their stipulations.*
- It is assumed all permits, licences and permissions will be obtained by Angmering PC. We have not included for any fees.*
- Due to the current Government imposed restrictions we have not had the opportunity to visit site. Our quotation is based completely on the information you have provided to us. Should*

any variance occur once we have the opportunity to do a site review, this will be subject to a re-quote.

- *All muckaway is assumed to be clean inert*
- *We have assumed the Client will provide public utilities drawings*

Please see the following Appendix which accompany this paper.

Appendix 1 – Application Form

Appendix 2 – Cllr. Deborah Urquhart approval email

Appendix 3 – Quote 1

Appendix 4 – Quote 2

Decision Needed: To confirm the application can be submitted to West Sussex County Council.



Active Community Fund 2019 - 2020 GRANT APPLICATION FORM

Section A: You and your community group	
Community Group Name and charity/company number (if applicable)	N/A
Parish name	Angmering Parish Council
Postal address	The Corner House, The Square, Angmering, West Sussex
Postcode	BN16 4EA
Your name	Tracy Lees
Position	Office Manager
Daytime phone number	01903 772124
Email address	admin@angmering-pc.gov.uk
Section B: Payment information	
<i>The information in this section will be used only if your application is successful. Please complete</i>	
Payment by cheque	
<i>Successful applications for funding will usually be paid by cheque. Unless this will cause a problem for your organisation, please give the following information.</i>	
Cheque payee name <i>(account in the name of the applicant)</i>	Angmering Parish Council, Treasures Account
Address to which cheque should be posted (if different from the address in Section A)	The Corner House, The Square, Angmering, West Sussex, BN16 4EA
Section C: Authorisation	
<p>If this application for funding is successful, this group undertakes to:</p> <p>Complete an evaluation sheet 6 months after funding is awarded, if required, outlining how the grant was spent and the value of the project to the local community</p> <p>Participate in promotional activities</p> <p>Declaration: I have read and understood the terms and conditions and declare that, to the best of my knowledge, the information provided on this form is true and accurate</p>	
Signature of Applicant	Date

Section D: Your funding application

Community Group	Angmering Parish Council
Project Title	Cow Lane

Description of issues, needs and/or initiatives

Cow Lane is a well-used footpath (ANG/3605/1) adjacent to the A280 Angmering Bypass, which links the coast to the South Downs. It is regularly used by ramblers, dog walkers and local children as a route to school.

Since the construction of the A280 Angmering Bypass the footpath has been prone the surface water flooding during periods of intense rainfall and also during long wet winters, often flooding to a depth of 300mm plus and making the route almost impassable.

The West Sussex Countryside Team has received Section 106 funding, totalling £80k, to resurface the entire 1.2km length of the footpath adjacent to the A280 and the recently completed new housing development. However, until the flooding issue can be resolved this work cannot be completed.

Over the last few months, we have worked with both West Sussex County Council and Arun District Council to develop a suitable drainage solution to this issue and we are now seeking Operating Watershed funding for the drainage element of this work.

Once the drainage work is complete the West Sussex Countryside Team will follow on with the resurfacing work.

If the drainage work is not carried out within the next 2 years, the West Sussex Countryside Team are in danger of losing the Section 106 funding for the resurfacing works.



Section D: Your funding application



Brief description of proposed works or activity

Construct surface water drainage proposals as detailed on Arun District Council’s plan dated 25th February 2019, this includes the following:

- Locate and intercept existing twin culverts which cross under the A280 on western side of road.
- Construct new manhole, 2.1m deep, on line of existing twin culverts.
- Lay approximately 90m of new 450mm dia. filter drain in western verge. Pipe to be protected from root intrusion and laid on a granular bed and surround.
- Construct new manhole, 2.0m deep, at southern end of new 450mm filter drain and discharge into adjacent existing highway ditch via. a new concrete bagwork headwall.
- Remove existing abandoned brickwork headwall adjacent to Cow Lane footpath and reinstate area as necessary.
- Once drainage work is complete parish council to inform ‘West Sussex Countryside Team’ so that resurfacing of Cow Lane footpath can be programmed.

<p>How long has the community been aware of the issue or needs you aim to address?</p>	<p>The community has been aware of flood issues for many years and are working hard to prevent flood issues in the future.</p>	
<p>What are the Operation Watershed objectives this work will achieve? <i>(please tick)</i></p>	<p>Protects homes, properties, businesses and access from flooding</p>	<p>✓</p>
	<p>Improves and or develops 'Community Commitment' to deliver the project including all and any future maintenance</p>	<p>✓</p>



Section D: Your funding application			
	Makes material change improvements to existing infrastructure		✓
	Improves local understanding of maintenance, obligations and responsibilities		✓
	Improves maintenance and or increases capacity of drainage and watercourse		✓
	Supports development of joint working with other groups addressing flood issues		✓
What will the scheme protect? <i>(please tick)</i>	Residential properties	<i>Number</i>	
	Commercial Premises	<i>Number</i>	
	Public Highway		✓
	Private Access		
Has the project identified any vulnerable people who will benefit from this work/activity?	Yes/No (details provided) When the lane floods it is affecting elderly people walking their dogs and making them walk on the road instead of the safe route on the lane		Yes
Does the project align with any existing emergency plan or is this something that will be looked at as part of the project?	Yes/No (details provided)		N/A
Who is going to do the work for you?	Nominated Contractor: Landbuild Community Volunteers: No		
For contracted works what is the estimated cost of the proposed project? <i>(Please provide competitive quotes from 3 contractors):</i>	<p>£55,443.56</p> <p>Edburton Contractors have also responded with a quote of £44,914.41 but as they have not been able to visit the site and their quote is likely to go up.</p> <p>EP Clark have also been approached with the same brief and a quote requested. Unfortunately, they have not have responded despite being chased.</p>		
Total amount of grant funding you are applying for:	£55,443.56		
Identify any match funding for project	None.		



Section D: Your funding application

Community Commitment Statement: *Please provide a statement detailing;*

What the Group is contributing to the delivery of this project in terms of management, funding, volunteers;

What the Group will contribute to further outcomes after completion of this project;

What commitment the Group will make to ongoing maintenance where appropriate;

How this project will bring your community closer together.

Angmering Parish Council have been working with West Sussex County Council (WSSC). WSSC initially contacted us regarding this issue and we want to work with them to improve this area and bring it back to its former glory.

In order for this project to work the groundwork described in this application needs to take place before the already secured \$106 money can be used to repair the lane back to its original safe state.

After completion of the work, we will monitor the area and arrange maintenance as required.

We feel this will send a positive message to the wider community that Angmering Parish Council and WSSC are committed to dealing with flood prevention as well as providing safe access around the village.

Name of WSSC County Councillor:

[Click here](#) to find your councillor

Deborah Urquhart

Member Signature:

Authorised via email



Project Title:	
County Councillor signature	
C&ED Officer Name	
C&ED Contact Details	

FOR OFFICIAL USE ONLY

Reference Number:		Date	By
Application received and logged			
Member supported?			
Cabinet member approved			
Certified for payment OW programme manager)			
Certified for payment (H of H&T?)			

SAP code	Amount		VAT Marker	CODE check
	£	P		
TOTAL				

The authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information see: westsussex.gov.uk/watershed

Please note – Communities receiving funding will be listed on the WSCC [website](#). All personal and financial details will be redacted.

From: [Deborah Urquhart](#)
To: [Tracy Lees](#)
Cc: [Katie Herr](#)
Subject: RE: Operation Watershed Grant Application for Cow Lane, Angmering - Signature Request
Date: 22 April 2020 12:42:34
Attachments: [image002.png](#)
[image003.jpg](#)

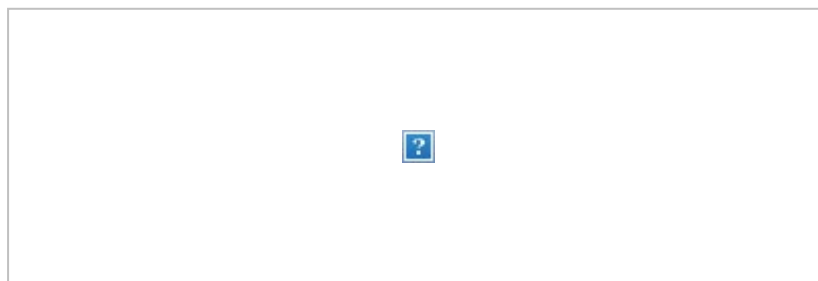
I approve.

This email in support is sufficient for your application.

Kr

Deborah

[Deborah Urquhart](#) | Deputy Leader and Cabinet Member for Environment; Local Member for Angmering & Findon Division,
[West Sussex County Council](#)
| Location: Rm 102 First Floor, County Hall, West Street, Chichester, PO19 1RQ
Internal: 23615 | External: 033022 23615 / Local Issues: 01903 871316 | E-mail: deborah.urquhart@westsussex.gov.uk



Think sustainably. Do you have to print? Can you double side? Do you need colour?

From: Tracy Lees <tracy.lees@angmering-pc.gov.uk>

Sent: 22 April 2020 12:39

To: Deborah Urquhart <deborah.urquhart@westsussex.gov.uk>

Cc: Katie Herr <katie.herr@angmering-pc.gov.uk>

Subject: Operation Watershed Grant Application for Cow Lane, Angmering - Signature Request

Importance: High

Dear Deborah

Firstly I hope you are keeping safe and well.

Please find attached our application form for an Operation Watershed grant for Cow Lane in Angmering.

I have completed the form but have been working with Kevin Macknay the Flood Risk Management Team Leader from Highways, Transport and Planning Place Services, West Sussex County Council to make sure we have all the correct information. Kevin is happy with the application.

Under Section D it asks for your signature, if you approve please can we ask you to sign this for us so I may submit our application.

Please do not hesitate to contact us if you have any questions and thank you in advance.

Kind Regards

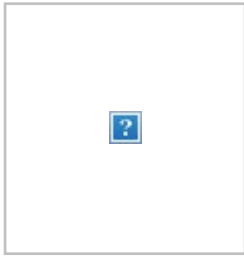
Tracy Lees

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T3939 - Cow Lane, Angmering (drainage)

Item	Description	Qty	Unit	Rate	Value
1	Breakout existing headwall and cart from site	1	Nr	119.94	119.94
2	Construct new headwall where existing wall removed	1	Nr	1,142.06	1,142.06
3	Install scour protection and desilt channel locally	1	Nr	659.36	659.36
4	Remove tree	1	Nr	482.34	482.34
5	Install new headwall at southern end	1	Nr	1,142.06	1,142.06
6	Precast concrete manhole 1200mm diameter x 2500mm deep	1	Nr	3,080.55	3,080.55
7	Clear hedges and shrubs from are of works		Item	1,277.66	1,277.66
8	Grub out and cart from site existing 225mm pipe	60	m	27.99	1,679.40
9	450mm Upvc perforated pipe with shingle bed and surround wrapped in Terram average 2000mm deep	81	m	221.07	17,906.67
10	Breakout existing manhole and cart offsite	1	Nr	119.94	119.94
11	Seal ends of pipe	2	Nr	38.94	77.88
12	Construct new 1200mm manhole 2000mm deep including sump	1	Nr	2,915.55	2,915.55

T3939 - Cow Lane, Angmering (drainage)

Item	Description	Qty	Unit	Rate	Value
1	Mobilisation		Item	572.00	572.00
2	Welfare unit	3.5	Week	330.00	1,155.00
3	Supervision	3.5	Week	1,177.92	4,122.72
4	PROVISIONAL SUM - Traffic management (all licences/permits etc to be obtained and paid for by Angmering PC)	3.5	Week	1,693.52	5,927.32
5	Miscellaneous deliveries	3.5	Week	560.56	1,961.96
6	Clear site		Item	572.00	572.00

T3939 - Cow Lane, Angmering (drainage)

Item	Description	Qty	Unit	Rate	Value
1	Drainage				44,914.41
	<u>Total for Cow Lane, Angmering (drainage)</u>				<u>44,914.41</u>