



ALDINGBOURNE PARISH COUNCIL

Parish Council Office: 64 Worcester Road, Chichester, West Sussex, PO19 5EB

Office Number: 07523 243068 Email: clerk@aldingbourne-pc.gov.uk

Date: 27th January 2021

Dear Councillor,

You are hereby summoned to a remote meeting¹ of the Aldingbourne Parish Council Full Council ordinary meeting to be held via Zoom on 2nd February 2021 at 7pm.

To join the meeting please click on the link below:

Clerk to Aldingbourne PC is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/88979335851?pwd=OXluWkxvY1lvcm9DU0NSTjhORghoZz09>

Meeting ID: 889 7933 5851

Passcode: 198264

If you would like to join the meeting please contact the office on clerk@aldingbourne-pc.gov.uk before 12pm on the 1st February 2021.

Faithfully

Sue Simpson
(Locum Clerk)

Note: Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960.

Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting.

Under the Local Government Act (LGA) 1972 Sch 12 10(2)(b), Council are unable to make any decision on matters not listed within the agenda.

This meeting is being held remotely under the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

¹ Remote Meeting – Amendments to Standing Orders August 2020

AGENDA

1. Apologies for absence:
To receive apologies for absence.
2. Declarations of Interest:
Declarations under the Code of Conduct – Members are reminded that they are required to make a declaration in relation to any item on this Agenda in which they may have an interest. **To note**
3. Public Participation
The Public Forum will last for a period of up to 15 minutes during which members of the public may ask layout, or draw attention to, relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum.
4. Minutes of Previous Meetings held by Council
To receive and approve the minutes of the Full Council meeting held on the 5th January 2021 and the Planning Committee held on the 12th January 2021 previously circulated and placed on the website.
5. Matters arising from the Minutes of the meeting held on 5 January 2021
To note any matter arising from the minutes of the last meeting on 5th January 2021
6. To consider any urgent matters that cannot wait until the next meeting
For council to discuss any matters considered urgent. **To note**
7. ADC's Development Management Procedures and Practice Planning Services
To consider the content of an email sent by Paul Collins
8. To consider and discuss the report from Process2Matter
To consider and discuss the report from Process2Matter on GDPR.
9. To adopt the Council's Standing orders; Financial Regulations; Scheme of Delegation and terms of Reference
To consider and adopt the above documents that have been previously circulated to all Councillors
10. County and District Councillor Reports:
 - a To receive a report from the County Councillor
 - b To receive a report from the District Councillor
11. To consider the Council's Asset Register and Risk Assessments
For Council to discuss its Asset register and Risk Assessments.
12. To receive reports from the following Working Groups/Societies/Clubs:
 - a Allotment Society
 - b Footpaths Working Group

c Communications Working Group

d ADALC

e ACSC

- (i) Parish Council's new address
- (ii) Rental of Committee Room and
- (iii) Feasibility study to improve community use of the covered courtyard

13. Finance –

a) To approval the payments as listed below:

b) to approve a grant in favour of Aldingbourne Barnham and Eastergate CLT

Date of Invoice	Name	Invoice Number	Payment method	Description	NET	VAT	Total amount including VAT
Feb-21							
29.09.20	Tivoli	20253	Cheque	Repair to Basket, replace basketball hoop	£1,002.26	£200.45	£1,202.71
30.11.20	RBS Rialtas	SM22425	Cheque	Alpha Software Licence	£124.00	£24.80	£148.80
31.12.20	MH Kennedy	13605	Cheque	Ground Maintenance	£66.00	£13.20	£79.20
05.01.21	Process2Matters	MAC/AL1/2021/NP	Cheque	Neighbourhood Plan Support	£2,200.00		£2,200.00
05.01.21	Process2Matters	MAC/AL5/2020	Cheque	Website Maintenance	£120.00		£120.00
31.10.20	Adams Hendry LTD	12339	Cheque	Consulting works relating to NP	£862.50	£172.50	£1,035.00
30.09.20	Adams Hendry LTD	12298	Cheque	Consulting works relating to NP	£1,388.75	£277.75	£1,666.50
30.06.20	Adams Hendry LTD	12121	Cheque	Consulting works relating to NP	£888.75	£177.75	£1,066.50
17.09.20	Moore	302350	Cheque	External Audit	£40.00	£8.00	£48.00
20.01.21	Lindy Nash		Cheque	Clerk's Wages Jan 21			£866.88
20.01.21	Louise Shaw		Cheque	Assistant Clerk's Wages Jan 21			£817.82
20.01.21	Sue Simpson		Cheque	Locum Clerk's wages Nov/Dec 20 & Jan 21			£4,891.60
28.11.20	Fandango	973	Cheque	Social Media	£120.00	£24.00	£144.00
				Total	£6,772.26	£890.45	£14,239.01

14.Exempt Business – for council to move to exempt business in accordance with the Public Bodies (Admission to Meetings) Act 2060 to exclude the public and press for discussion of the following personal or confidential matters (Appointment of Internal Auditor) where publicity might be prejudicial to the special nature of the business.

The next Full Council meeting will be held on the 2nd March 2021