

ALDINGBOURNE PARISH COUNCIL



MINUTES of the ordinary meeting of the Full Council of Aldingbourne Parish Council held on Tuesday 5 April 2022 at 7.00pm at the Aldingbourne Community Sports Centre, Oliver's Meadow, Westergate, West Sussex PO20 3YA

Members: Cllr Michael Warden (C), Cllr Sue Foott (VC), Cllr Tom Blaylock, Cllr Mike Turner, Cllr Michelle Harbord, Cllr Mario Trabucco and Cllr Martin Beaton.

Clerk to Parish Council – Marie Singleton

Also present: 6 members of the public, Louise Beaton, Jonathan Leahy (Chairman ACSC) PCSO Caroline Wilson, District Councillor Isabel Thurston.

986 **Agenda item 1- Apologies for absence**
Cllr Ron Flitter (personal).

987 **Agenda item 2- Declarations of Interest**
Cllr Blaylock declared an interest as an allotment holder of the Aldingbourne Allotments (Agenda item 11a). Cllr Warden declared an interest as a Trustee of ACSC (Agenda item 9).

988. **Agenda item 3 – Public Session**

- Residents complained about the destruction of hedges, trees, and vegetation in the field behind Orchard Gardens and classed it an environmental disaster involving destruction of the biodiversity corridor used by protected species. The PCSO advised the Parish Council to raise a possible breach of Wildlife and Countryside with the rural crime team. District Council Thurston also agreed to investigate with ADC as there is no planning application that we are aware of that is currently being considered. Cllr Beaton confirmed that he had still not received a report from the Tree Protection Office at ADC regarding protection orders on trees within the Parish which would prevent destruction by developers hoping for planning consent.
- Residents kindly thanked the Parish Council for removing all the brambles that were damaging fences in Olivers Meadow.
- Regarding the obstruction on Caigers Lane, the Clerk confirmed that the Parish Council had received twenty responses from residents providing information on the use of the established Right of Way, and the Parish Council would now be looking into this matter further.

ACTION – Clerk to contact ADC and request if any application had been submitted on Orchard Gardens to see if this was a legal clearing of the land, before contacting the Rural Police Crime Team.

989 **Agenda item 4 - Minutes of the Previous Full Council Meeting held 1 March 2022 - for approval**
The minutes of the Full Council meeting dated 1 March 2022 were presented to members where upon it was unanimously RESOLVED that they should be adopted and signed as a true and accurate record of the meeting that had taken place. Proposed Cllr Foott, seconded Cllr Trabucco. Cllr Warden signed the minutes.

990 **Agenda item 5 - Matters to be noted from the minutes of the Council meeting held on 1 March 2022:**

The Clerk confirmed the outstanding action items were as follows, item 919, awaiting response from Mike Kennedy regarding maintenance of the Westergate Bus Shelter, item 926, updating of Financial Regulations, delayed because of issues with Barclays and arrangements with online banking, item 960 issue of speeding on Hook Lane, Councillors to provide Clerk with details, item 967 allotments, review of tenants to be completed before invoices could be sent. IT/Media Strategy brief, item 983 (f) still to be put together. Asset Register – item 983 (g) to be moved to a new format by the next Finance Meeting. All outstanding items have been moved to the next actions list to ensure they are not missed. All other items on the action check list had been fully resolved.

ACTION – Clerk to move any outstanding items to the next action list.

991 Agenda item 6 - To consider any Chairman's actions that cannot wait until the next meeting.

Nothing to report.

992 Agenda item 7 – To note minutes of the planning meeting held 8 March 2022

The minutes of the meeting were noted.

993 Agenda item 8 - Aldingbourne Community Sports Centre

Cllr Warden attended the meeting that the ACSC held on 31 March 2022 and reported on the following:-

- A meeting has still to be arranged between the Secretary of BRMRC, the Chairman of ACSC and the Parish Council.
- Work is required to reinstate the front fascia of the main building and it was agreed that as two grants had been obtained by the Chairman and the shortfall was minimal that the work be instructed to go ahead asap.
- Annual rent demands have been sent out, awaiting payment. An annual fee will be required from user groups for membership and use of the Social Club as is required with Licensing Laws.
- ACSC and SSWP are working together with Trustee Andrew McKellar to agree the planting area on the field and the Chairman had actioned obtaining the trees.
- Trustees were advised of both the user group drop-in session and the Annual Parish Assembly Meeting.
- Cllr Warden stated that a preliminary drawing for the refurbishment of the toilets had been received from the Architect and he would discuss it with ACSC Chairman to agree the way forward and to advise the Architect of any changes.

994 Agenda item 9 - County, District Councillor's, PCSO Reports:

Cllr Thurston advised that she had met with the new CEO of ADC who was aware of the issues that Parish Councils were facing withing the area. Arun is now recruiting new planning staff and enforcement matters are now being followed up. Cllr Thurston will press the invitation sent by Arun Parish Councils to meet the new CEO. Concerns were expressed by the Parish Council about the lack of coherent road planning and attention to energy saving in new housing. Barnham and Eastergate PC had asked for updated traffic projections as road plans are not taking account of increasing housing figures, Cllr Thurston advised that she was in the process of trying to get all stakeholders together to discuss the concerns of the A29 and A27. Cllr Beaton advised Cllr Thurston of his continuing concerns on how ADC are dealing with all biodiversity and ecological issues on planning applications. Cllr Trabucco raised the issue with Cllr Thurston on energy consumption and how ADC were looking at a 10% reduction on their local plan which is currently on hold due to changes in leadership at ADC, and which needed reviewing in line with policies.

PCSO Caroline Wilson reported that local crimes lately involved online scams against young people and thefts from gardens. Residents to let her know if groups are seen hanging around the area and thought likely to cause trouble so they continue to be a visible presence.

995 Agenda item 10 - To receive reports from the following Working Groups/Societies/Clubs

- a) Allotments – Fencing had been delayed due to difficulties in receiving supplies. Cllr Beaton confirmed the work could still go ahead in the next few weeks if the work were supervised to protect habitats.
- b) Footpaths – Cllr Blaylock had emailed WSCC to advise that footpath 299 had been completed but left in a poor state following the drainage work. ADC will be starting work on footpath 300 and will inspect 299 at the same time.
- c) ADALC – The new Chairman Michael Tu is still trying to arrange a meeting with the Chief Executive of ADC.
- d) APC/ACSC Development Working Party – Cllr Warden circulated an updated report which was noted.
- e) SSWP (Street Scene Working Party) – Meeting held 31.03.22 and report circulated. The Aldingbourne Trust had provided bluebell bulbs which had been planted at the Primary School, there was no charge for this, but it was proposed by Cllr Harbord that a donation be given of £250, seconded by Cllr Trabucco and all in agreement. Cllr Harbord to request an invoice from the Aldingbourne Trust so payment could be made. Artwork project – good progress was being made on the design and a meeting with the artists would take place on the 05.05.22 to have a look at the different options. The Co-ordinator would also be presenting at the Annual Parish Assembly Meeting on the 25 May 2022. Volunteers had joined the Working Party, the Street party at ACSC for the Queen’s Platinum Jubilee will be held on 5th June, trees, and bulbs to be planted in Autumn. The parish litter pick organised by Cllr Harbord was successfully held on 2nd April 2022.

996 Agenda item 11 – Correspondence/Consultations

To note the receipt of the any correspondence.

- Sussex Police Rural Crime Team monthly report – circulated 09.03.22 – noted.
- Community Action Day 30.06.22 from Seaford College - circulated 28.02.22 – Councillors to advise Clerk of any ideas that Seaford College would be able to undertake on the Community Action Day.
- NALC Chief Executive Bulletin – circulated 28.03.22 – noted.
- Draft West Sussex Transport Plan 2022-2036 Consultation Report – circulated 28.03.22 – noted .
- E-mail from Mr Ashwell regarding looking at the reduction of speed on Oving Road and requesting Parish Council support – circulated 28.03.22 – noted. To be discussed with Cllr Foott along with the ongoing issues with Hook Lane and the next steps to be taken.
- E-mail from Neal Stuart with Westergate Sports Field Drone Footage – circulated 10.03.22 – noted.
- E-mail from WSCC regarding Guidance from Ukraine Support – circulated 10.03.22 – noted.
- NALC – General Briefing Paper on Ukraine – circulated 29.03.22 – noted.

997 Agenda item 12 – Finance

- a. The Chairman of the ACSC had provided to the Parish Council a CCTV proposal with a request for funding of the project. A finance report of the ACSC had previously been circulated showing the current financial position of the ACSC. After a discussion and debate on timing, community use of the ACSC, necessity and reasons behind needing a new CCTV system, it was agreed that funding of £12,489 (excluding VAT) would be approved and the Parish Council as Landlords would retain responsibility for this on the asset register and to ensure it was included on the insurance listing. The Councillors who voted in agreement, Cllr's Beaton, Warden, Harbord and Blaylock, Cllrs not in agreement and voted against the proposal, Cllr's Trabucco and Turner. The motion to purchase the CCTV system was proposed by Cllr Beaton, seconded Cllr Foott and agreed on a majority vote. Cllr Warden agreed he would help supervise the project. Jonathan Leahy will look at the costings of the maintenance contract and report back to the Parish Council.
- b. The emergency work undertaken for overgrown shrubbery for the residents of Olivers Meadow was noted and the quote received from M H Kennedy for £320 was approved. Proposed Cllr Warden, seconded Cllr Beaton. Further work will be required, and Cllr Warden will put a proposal together for Councillors to consider.
- c. Payments list for March 2022 approved by all Councillors and signed by Cllr Warden. The Clerk advised that she now had access to online banking and that a trial payment would be organised to move to BACS payments.

998 Agenda item 13 – Annual Parish Assembly Meeting

The Annual Parish Assembly Meeting will be held on Wednesday 25 May 2022 at 6.30 pm at the ACSC. A draft agenda was circulated, and amendments agreed. The Clerk was asked to invite the Headteachers of Aldingbourne Primary School and Ormiston Six Villages Academy and see if they would like a speaking slot. It was agreed that it would be advertised through the school's parent mail accounts, on the Parish Website and Facebook Page and the local papers to be contacted. A list of attendees would be compiled to ensure the event is publicised as much as possible.

999 Agenda item 14 - any other business for information for the next agenda

Agreed to include on the Planning Agenda a note to see if any other ecological surveys were required. Clerk to e-mail Councillors a reminder 3 days before the agenda was finalised to ask if any items would like to be considered on the agenda, and a request to provide reports as required from the Working Parties.

1000 Agenda item 15 - Exempt Business.

Nothing to report.

The meeting closed at 8.40 pm

SIGNEDChairDate.....

THESE MINUTES ARE IN DRAFT AND SUBJECT TO AMENDMENT UNTIL APPROVED AT THE NEXT MEETING OF THE FULL COUNCIL TO BE HELD ON TUESDAY 3 MAY 2022