



## ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Office Number: Email: [clerk@aldingbourne-pc.gov.uk](mailto:clerk@aldingbourne-pc.gov.uk)

**You are hereby summoned to the Aldingbourne Parish Council Full Council ordinary meeting to be held on Tuesday 3 May at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA**

### AGENDA

1. Election of Chairman
2. Election of Vice Chairman
3. Co-option of new Councillor
4. Representation on Committees, Working Groups and external bodies (previously circulated)
5. Apologies for absence  
To receive apologies for absence.
6. 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.
7. Presentation by SHG and Thakeham – Stephen Underwood, Adrian Lee
8. Public Participation  
  
The Public Forum will last for a period of up to 15 minutes during which members of the public may ask, 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.
9. Approval of Minutes of Previous Full Council Meeting – 5 April 2022 (attached)
10. Matters arising from the previous meeting – see update on Action items listing (attached)

Item 960 – Speeding restrictions Hook Lane/Oving Road – awaiting response from Rob Torrance WSCC.

Item 988 - Orchard Gardens – referral to ADC and Police Rural Crime Team.

Item 983 – IT/Media Strategy – to agree the way forward.

Item – 998 – Annual Parish Assembly – update.

11. Chairman's Actions

To note Model Standing Orders – reissued and copy attached.

12. To Note Planning Minutes for meeting held on 12 April 2022 – (attached)

To be formally approved at the next Planning Meeting scheduled for 10 May 2022.

13. Aldingbourne Community Sports Centre

To receive a report from the APC representative. Update on CCTV project.

14. County and District Councillor Reports/PCSO Report:

- a) To receive a report from the County Councillor
- b) To receive a report from District Councillor(s)
- c) To receive a report from the PCSO

15. To receive reports from the following Working Groups/Societies/Clubs/Outside Bodies

- a) Allotments
- b) Footpaths Working Group – item 981 & 995 footpath no's 299 & 300
- c) ADALC – Meeting date 17.05.22 – circulated 07.04.22
- d) APC/ACSC Development Working Party – outcome of drop in sessions for ACSC users.
- e) SSWP - Street Scene Working Party – to agree a budget for the Big Jubilee Lunch – proposal circulated by Councillor Harbord (copy attached).
- f) WSALC
- g) Arun Joint Action Group – First meeting to be held 16.06.22 at the Civic Centre.

16. Correspondence/Consultations

**To note the receipt of the any correspondence.**

- Summer Road Safety Stakeholder Virtual Briefing 28.04.22 – circulated 11.04.22.
- West Sussex Fire & Rescue Service Community Risk Plan 2022-2026 – circulated 04.4.22.
- Community Events at Eastergate Village Hall – circulated 12.04.22.
- WestSussexBus – engagement project on local bus services – circulated 04.04.22 (copy on website and Facebook Page).
- South Downs Newsletter for April – circulated 14.04.22.
- NALC Fighting Climate Change paper – circulated 19.04.22.

17. Finance

- a. To note Finance Minutes 26.04.22 and actions listings (to follow)
- b. To note Budget Plan and Outturn for 2021/2022 (copy attached)
- c. To note Internal Audit 2021/2022 update report (copy attached)
- d. To agree the Grant Application Policy (copy attached)
- e. To agree Financial Regulations Policy for 2022/2023 (copy attached)

- f. To discuss quote received from Totally Blocked Ltd for remedial work required at ACSC following the drains survey – cost £12,492 (inc VAT) – ACSC to confirm what is required.
- g. Update on Toilet Refurbishment at ACSC – copy of drawings attached.
- h. Payments – please see attached list for April 2022.

18. Any other business for information: – Items for inclusion on the next agenda.

19. Exempt Business: – for council to move to any exempt business in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personal or confidential matters (staffing) where publicity might be prejudicial to the special nature of the business.

The next Full Council meeting will be held on 7 June 2022