



## 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 7 June at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA**

### AGENDA

1. Apologies for absence  
To receive apologies for absence, Cllr Flitter & Cllr Beaton (personal).
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.
3. 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.
4. Approval of Minutes of Previous Full Council Meeting – 3 May 2022 (attached)
5. Matters arising from the previous meeting – see update on Action items listing (attached)  
Outstanding matters:-  
Item 983 – IT/Media Strategy – to agree the way forward.  
  
Item 995 (e) – Donation to Aldingbourne Trust – awaiting documentation.  
  
Item 997 – Grounds work for Olivers Meadow – work to be agreed.  
  
Item 1014 – CCTV and ownership – awaiting response from AB.
6. Chairman's Actions  
To discuss Elected Representatives Forum and should APC be a member.
7. To Note Planning Minutes for meeting held on 10 May 2022 – (attached)  
To be formally approved at the next Planning Meeting scheduled for 14 June 2022.
8. Aldingbourne Community Sports Centre  
To receive a report from the APC representative.  
To note that a meeting took place on 03.05.22 with BRMRC.

9. 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
10. To receive reports from the following Working Groups/Societies/Clubs/Outside Bodies
- a) Allotments
  - b) Footpaths Working Group
    - ADALC – Meeting date 17.05.22. To note the letter sent to Michael Gove from APC – circulated to Councillors and ADALC 16.05.22
  - c) APC/ACSC Development Working Party
  - d) SSWP - Street Scene Working Party – to note update circulated by Cllr Harbord 19.05.22
  - e) WSALC
  - f) Arun Joint Action Group – First meeting to be held 16.06.22 at the Civic Centre.
11. Correspondence/Consultations
- To note the receipt of the any correspondence.**
- NALC Chief Executive’s bulletin’s – circulated 09.05.22 & 23.05.22.
  - Arun Local Forum - circulated 19.05.22. To note posted on website and Facebook.
  - Lyminster & Crossbush Parish Council Plan Proposal - circulated 19.05.22.
  - Facebook Page report from Fandango Digital – circulated 16.05.22.
  - ADC Investment Plan for the UK Shared Prosperity Fund Consultation - circulated 16.05.22 – deadline 10.06.22.
  - SDNPA – May newsletter – circulated 16.05.22.
  - Summer Road Safety briefing document on Speed Indication Devices – circulated 23.05.22
12. Finance
- a. To note EGM on 28 June 2022 to agree the AGAR.
  - b. Payments – please see attached list for May 2022.
  - c. Donation to Citizens Advice Bureau – to discuss – circulated 12.05.22.
13. Policies
- To note the following **Core Policies** for adoption:-
- a. Model Standing Orders 2018 (ENGLAND) for Local Councils (Updated April 22) – changes in red
  - b. Freedom of Information Policy – no changes
  - c. FOI Publication Scheme – new
  - d. Data Protection Policy – no changes
  - e. Data Retention Policy – new
  - f. IT Security Policy for Councillors – reference changes to TEAMS only.
  - g. IT Security Policy for Staff – reference changes to TEAMS only.
  - h. Privacy Notices for Staff – no changes
  - i. Complaints Procedure – no changes
  - j. Equal Opportunities Policy – Equality Act 2010 – referenced changes to Equality Act 2010
  - k. Scheme of Delegation – changes made to financial regulations references P3 no 7.
  - l. Scheme of Members Allowances – reference changes to dates only.
  - m. Members Code of Conduct – no changes.

To note that a Policy schedule will be discussed at the Governance & Staffing Meeting 23 June 2022.

14. Any other business for information: – Items for inclusion on the next agenda.
15. 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.

To note Part 2 minutes of meeting dated 3 May 2022 (attached), Cllr Foott to provide any updates.

**The next Full Council meeting will be held on 5 July 2022 – To note that a Governance & Staffing Meeting has been booked for Thursday 23 June 2022 at 7.00pm.**