



ALDINGBOURNE PARISH COUNCIL

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

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You are hereby summoned to the Aldingbourne Parish Council Full Council ordinary meeting to be held on Tuesday 6 September 2022 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

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.
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 – 5 July 2022 (attached)
5. Matters arising from the previous meeting – see update on Action items listing 5 July 2022 (attached)
Outstanding matters:-
 - Item 997 – Grounds work for Olivers Meadow – specification of work to be agreed and included under finance below.
 - Item 1014 – CCTV and ownership – processmatters2 have been approached to undertake all GDPR policies.
 - Item 1046 Hook Lane/Oving TRO – updated information from WSCC circulated 01.08.22 – will be considered along all other requests end of 2022.
6. Chair's Actions
7. To Note Planning Minutes for meeting held on 9 August 2022 – (attached)
To be formally approved at the next Planning Meeting scheduled for 13 September 2022.
8. Aldingbourne Community Sports Centre
To receive an update report from the APC representative.
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
- c) ADALC
- d) APC/ACSC Development Working Party – minutes of meeting 19.07.22 attached
- e) SSWP - Street Scene Working Party
- f) WSALC – Report from Cllr Warden on meeting dated 11.07.22 attached.
- g) Arun Joint Action Group
- h) Elected Representatives Forum – Cllr Trabucco attended 19.07.22
- i) Media & Communication Working Party

*ACSC Playground Equipment – to agree who will take over inspections and oversee recommended works.

11. Correspondence/Consultations

To note the receipt of the any correspondence.

- July 2022 Facebook Page report from Fandango Digital – circulated 01.08.22.
- *SDNPA Local Plan Review – deadline 28.09.22 – circulated 11.08.22.
- SDNPA Newsletter July 22 – circulated 12.07.22.
- AGM of the ABE CLT to be held 19.09.22 – circulated 09.08.22.
- AiRS Summer Newsletter 2022 – circulated 11.08.22.
- Letter received regarding land at Westergate – circulated 28.07.22.
- Sussex Police – July Rural Crime update – circulated 08.08.22.
- Sussex Police Summer Road Safety Briefing – circulated 08.08.22.
- *E-mail from ADC regarding 100 Trees for Parish projects – deadline 05.09.22 – circulated 08.08.22.
- NALC Newsletter – circulated 26.07.22.
- NALC Chief Executives Bulletin – circulated 04.07.22.
- NALC Events – circulated 05.07.22.
- E-mail from ADC dated 21.07.22 regarding next round of grant funding for planting trees, orchards etc – circulated 25.07.22.
- WSCC July update newsletter – circulated 25.07.22 and put on website/facebook page.
- Arun County Local Forum meeting of 20.06.22 questions and answer information – circulated 30.06.22.
- WSCC Communities, Highways and Environment Scrutiny minutes of 10.06.22 – circulated 30.06.22.
- E-mail from WSALC on Census 2021 Initial Results Published – circulated 30.06.22.
- E-mail received from resident regarding concerns on 5G Mast at Meadow Way – Parish Council response sent and circulated 07.07.22.
- Arun News updated – Newsletter 31 July 22 – circulated 12.07.22.
- Arundel Local Walking and Cycling Infrastructure Plan - circulated 25.07.22.
- WSALC – e-mail on Civility & Respect newsletter and pledge – circulated 16.08.22.

12. Finance

- a. Specification for grounds work to be undertaken at ACSC attached – quotes to be received.
- b. Internal Audit 2022-2023 – Terms of Engagement letter to be approved from April Skies Accounting (Mike Platten) – copy attached.
- c. SSWP costings – to be circulated.

d. Payments – please see attached lists for July and August 2022.

13. Policies

1. Allotment Policy
2. Planning Policy
3. Operation London Bridge – circulated 25.07.22
4. Civility & Respect Pledge

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.

The next Full Council meeting will be held on 4 October 2022 followed by a meeting of the Westergate Recreation Ground Fund.