



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 7 March 2023 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

AGENDA

1. Apologies for absence
Cllr Heidi Luther (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 – 7 February 2023 (attached)

5. Matters arising from the previous meeting – see update on Action items listing 7 February 2023 (attached)

6. Chair's Actions
To agree Parish Council dates in May following the elections (the provisional date of 9 May needs to be changed as Councillors do not officially take up office until the 10 May 2023) and to discuss the Annual Parish Assembly, date and format.

7. To Note Planning Minutes for meeting held on 14 February 2023 – (previously circulated)

8. Aldingbourne Community Sports Centre
To receive update.

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 Working Group.
- b) Footpaths Working Group.
- c) Arun District Association of Local Councils (ADALC) – Joint conference between ADALC and ADC took place 02.03.23 at Arundel Town Hall, Cllrs Warden and Luther attended.
- d) APC/ACSC Development Working Party nothing new to add. To discuss if meeting scheduled for 16.03.23 is required, Cllr Warden will be absent.
- e) SSWP - Street Scene Working Party.
- f) West Sussex Association of Local Councils (WSALC).
- g) Arun Joint Action Group (AJAG).
- h) Elected Representatives Forum (ERF) – to note meeting 28.02.23.
- i) Media & Communication Working Party.

11. Correspondence/Consultations

To note the receipt of the any correspondence.

- Fandango Facebook report to 13.02.23 - circulated 16.02.23.
- ***Sussex Heritage Trust Survey – circulated 20.02.23.**
- NALC Chief Executive’s Bulletin – circulated 06.02.23.
- Levelling-Up and Regeneration Bill – Reforms to the National Planning Policy Framework – consultation deadline 02.03.23 – APC comments sent 23.02.23.
- To note e-mail from Councillor Jarman on Voter id requirements and Clerks response – circulated 09.02.23.
- The Rural Services Network – circulated 21.02.23.
- SDNPA February 23 Newsletter – circulated 21.02.23.
- Residents eNewsletter from WSCC – put on website and Facebook Page and circulated 23.02.23.

*** Responses required**

12. Finance & Personnel

- a. To note management accounts for January 2023 signed by Cllr Warden.
- b. Payments – please see attached payment list for February 2023.
- c. To note minutes of Finance Committee Meeting 21.02.23 (copy attached).
- d. To discuss recommendations from the above Finance Committee 21.02.23.
 1. To agree a transfer of £100k to Business Premium Accounts
 2. Earmarked Accounts
 - I. To agree £20k to be allocated to the ACSC Rebuild Account
 - II. New account to be set up for ANP and allocate £20k.
 - III. New account to be set up for Artwork Maintenance Funding and allocate the £5,341.25 received.

3. To adopt the Finance Investment Strategy – copy attached.
4. To approve the two grant applications received – see notes of finance meeting.
5. To note the recommended actions to be taken on the Service Level Agreements.
6. To agree to the closure of the NS&I Accounts – see notes of finance meeting.

13. Policies & Council Documents

- Draft National Security Centre Action Plan additional responses received from JNR – circulated 06.02.23 – Clerk and Cllr Flitter to review March 2023 and to discuss recommendations from Procesmatters2 on improving security to the parish councils’ systems – circulated 22.11.22.
- To sign ADC Deed of Agreement for the funding for the provision and maintenance of play equipment at ACSC.

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.

16. To note the next Full Council meeting will be held on 4 April 2023.