



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

AGENDA

1. Apologies for absence
Cllr Sue Foott (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 March 2023 (attached)

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

6. Chair's Actions
 - Update on A29 Pedestrian Crossing.
 - Annual Parish Assembly – booked Thursday 25 May 2023 (draft agenda attached).
 - To agree press release on the ACSC re-development (draft copy attached).

7. To Note Planning Minutes for meeting held on 14 March 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 – clearance work required, contractor chased 09.03.23, 20.03.23 & 27.03.23.
- b) Footpaths Working Group.
- c) Arun District Association of Local Councils (ADALC) – Notes of ADALC Conference from Cllr Warden – circulated 20.03.23.
- d) APC/ACSC Development Working Party nothing new to add.
- e) SSWP - Street Scene Working Party, to discuss Tote Copse.
- f) West Sussex Association of Local Councils (WSALC).
- g) Arun Joint Action Group (AJAG).
- h) Elected Representatives Forum (ERF) – presentation slides and minutes of meeting from 28.02.23 meeting – circulated 07.03.23 & 16.03.23 respectively.
- i) Media & Communication Working Party.

11. Correspondence/Consultations

To note the receipt of the any correspondence.

- Fandango Facebook report to 07.03.23 - circulated 07.03.23.
- NALC Chief Executive's Bulletins – circulated 13.03.23 & 20.03.23.
- Action in rural Sussex March Newsletter – circulated 20.03.23.
- The Rural Services Network – circulated 07.03.23, 14.03.23, 21.03.23 & 28.03.23.
- SDNPA March 23 Newsletter – circulated 14.03.23.
- ADC Newsletter 35 March 2023 – circulated 20.03.23.
- Notification on changes to WSCC Highways Online Reporting – circulated 09.03.23.
- Details of funding from Princes Trust Countryside Fund from Louise Beaton – circulated 20.03.23.
- West Sussex Speed Limit Policy Revision – circulated 14.03.23.
- Transport for the South East Strategic Improvement Plan via WSALC – circulated 14.03.23.
- 4 Sight Vision Support – Thank you letter for grant – circulated 16.03.23.
- Application to Modify Definitive Map of Rights of Way e-mail from Julie Robinson – circulated 09.03.23.
- To note Parish Council has signed up to the Arun Community Transport Plan Survey, Clerk has provided additional points to be added to the Survey and this will be available in due course with a deadline for replies by end of May 2023.
- WSCC residents eNewsletter – circulated 27.03.23.
- ABE Community Land Trust – Minutes of Meeting 21.03.23 – circulated 27.03.23.
- Community Wardens – to note Clerk attended briefing 23.03.23 – information circulated 27.03.23.
- ADC CIL Parish Council Briefing minutes of meeting 24.02.23 – circulated 28.03.23.

12. Finance & Personnel

- a. To note management accounts for February 2023 signed by Cllr Warden.
- b. Payments – please see attached payment list for March 2023.
- c. To note NS&I Accounts closed and money transferred as agreed. To approve Sportsfield Capitalisation fund to be transferred to the Westergate Recreation Ground Fund Account - £7,387.89.
- d. To note ADC light touch CIL consultation and to discuss future infrastructure projects that we would like considered – information circulated 27.03.23.
- e. To agree the additions to the Infrastructure Development Plan for the strategic site at BEW – original e-mail circulated 09.03.23 and updated plan sent 28.03.23 – extension to the deadline agreed by ADC to 04.04.23.
- f. To note e-mail from Clerk 28.03.23 on update on new website platform.

13. Policies & Council Documents

- To agree final National Cyber Security Centre Action Plan - copy attached.
- To note recommendations from Processmatters2 on the above and the Parish Councils review of our IT systems – copy attached.
- GDPR Training following council elections – 27 June 2023 at Felpham Parish Council at 2.00 pm and 7.00pm either by attending or remote via TEAMS – or to agree a specific date for Aldingbourne.

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 16 May 2023.