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**ALDINGBOURNE PARISH COUNCIL**

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

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**Minutes of the Aldingbourne Parish Annual Assembly 2023 held on Thursday 25 May 2023 at 6.30 pm at the Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA.**

**Councillors in attendance**: - Cllr Michael Warden (Chair), Cllr Michelle Harbord, Cllr Katherine Jarman, Cllr Sue Foott, Cllr Mario Trabucco and Cllr Richard Rickard.

Clerk to the Parish Council – Marie Singleton

**Also present**: West Sussex County Councillor Trevor Bence, Arun District Councillor Paul Ayling, Paul Hopkins (BRMRC) and nine members of the public.

1. Cllr Michael Warden, Chair of the Aldingbourne Parish Council welcomed members to the meeting and thanked Heidi Luther for organizing the refreshments.
2. Following the outcome of the May 2023 elections Introductions were made for the Councillors that were in attendance.

# The minutes of the Annual Parish Assembly meeting dated 25 May 2022 were presented to members where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Trabucco, seconded Cllr Harbord. The minutes were signed by Cllr Warden.

1. Cllr Michael Warden advised that he had written an Annual Report of the Parish Council and full details would be published on the Parish website and Facebook page.
2. The following presentations/briefings took place.

* Cllr Harbord provided background on the work of the Street Scene Working Party which was created to look at enhancing the open and green spaces throughout the village. A copy of the presentation will be put on the parish council website.
  + Projects undertaken in 2022/2023, Artswork Project sculpture, Litter picking events, Bluebell planting, Queens Jubilee Lunch & Kings Coronation Lunch.
  + Projects to be considered 2023/2024, Queens commemorative bench, Village signs and a Playground project.
* Paul Hopkins from the Bognor Regis Model Railway Club (BRMRC) which is on the Aldingbourne Community Sports Centre site, went through a presentation on the clubs’ achievements, projects, and membership. The club is incredibly successful and has increased its membership substantially over the last few years. Anybody interested should contact the club on their website. Full details of this presentation will be on the parish council website.
* Cllr Jarman gave a briefing on “How the Parish Council could help you” residents are not always familiar with the work of a parish council and Cllr Jarman highlighted several areas including the hierarchy of local government.
* The Parish Council runs the parish’s allotments – there are 13 of these, at the back of Ivy Lane. They are very popular so there is a waiting list, the parish council are looking at the possibility of adding another two. if you would like to go on the waiting list, please email our Clerk, Marie Singleton clerk@aldingbourne-pc.gov.uk, but you must live in the parish.
* The parish council also looks at footpaths, Cllr Blaylock regularly cuts back vegetation, if you feel a footpath needs cutting back, again please email our Clerk – or even better, if you’d like to help with the trimming, let us know!
* Planning, although it is Arun District Council, rather than the parish council that makes all the decisions on planning applications, by law they must seek our view on them. They may decide they don’t agree with our view, but our Planning Committee, submits a response to every application in the parish, big or small. All our Planning Committee meetings are open to the public and take place at the Aldingbourne Community Sports Centre on the second Tuesday of every month at 7 pm.
* We have a budget to improve the LOOK of the parish. If you have any suggestions on how we could improve the parish environment, again do please email the Clerk.
* In the last year we have put on two highly successful community events big lunches for the Queen’s Jubilee and for the Kings Coronation. We are planning more events in the future – if there is something you particularly want us to organise, email us and we’ll consider it!
* Grant giving budget, if you run a charity or community group within the parish, you can apply to receive a small grant from us. We get more applications than we have funds, so not every application can be successful, but it could be worth applying.

1. To receive and discuss any business raised by the Electorate of Aldingbourne

There were several topics raised by the public and these are as follows: -

* A resident highlighted concerns regarding problems getting out onto the local main road along with the potential for further developments that will come out onto the A29. Cllr Foott advised that the parish council does everything it can to put forward residents concerns with WSCC Highways on any planning application, and the parish council always raises the issue that the A29 alignment needs to take place with the associated infrastructure before any new developments are agreed.
* An Issue was raised on speeding on Hook Lane, it was explained that the application from a resident on speed reduction had been rejected by WSCC Highways as it did not meet the criteria required. The parish council agreed to consider looking at revisiting this issue along with Nyton and Oving Roads and details of how to progress this is on the WSCC website. The first step is to contact Trevor Bence, our West Sussex County Councillor.
* A resident raised their concerns about traffic health & safety whilst walking to Aldingbourne school and specifically highlighted that there were no visual deterrents in place throughout the village to encourage the traffic to slow down. The clerk asked if the school had taken this up with WSCC highways, but it was not known if this had happened. The parish council agreed to add this as an agenda item.
* Other matters raised on traffic, it was requested that double yellow lines should be considered on a section of the A29 highway through to Nyton Road to stop cars parking and making turns particularly for lorries, impossible.
* A discussion took place on a possible community speed watch initiative to gather data.
* To consider requesting a speed camera for Westergate.
* A resident asked that consideration be given to setting up a working party to deal with all infrastructure issues in light of all the new developments currently in the pipeline.

The meeting closed at 7.45pm.

SIGNED …………………………………………………Chair Date………………………………………

**THESE MINUTES ARE IN DRAFT AND SUBJECT TO AMENDMENT UNTIL APPROVED AT THE NEXT MEETING OF THE ANNUAL PARISH ASSEMBLY TO BE HELD MAY 2024**