



ALDINGBOURNE PARISH COUNCIL

MINUTES of the ordinary meeting of the Full Council of Aldingbourne Parish Council held on Tuesday 6 June 2023 at 7.00 pm at the Aldingbourne Community Sports Centre, Oliver's Meadow, Westergate, West Sussex PO20 3YA

Members: Cllr Michael Warden (C), Cllr Michelle Harbord, Cllr Katherine Jarman, Cllr Richard Rickard & Cllr Mario Trabucco.

Clerk to the Parish Council – Marie Singleton.

Also present – Arun District Councillors Paul Ayling & Anita Lawrence.

1176 Agenda item 1 – Apologies for absence

Cllr's Ron Flitter, Sue Foott & Tom Blaylock (Personal). PCSO Caroline Wilson, West Sussex County Councillor Trevor Bence and Arun District Councillor Paul McAuliffe.

1177 Agenda item 2 – Declarations of Interest

Cllr Warden declared an interest as a Trustee of ACSC (Agenda item 8).

1178 Agenda item 3 – Public Participation

None in attendance.

1179 Agenda item 4 - Minutes of the Previous Full Council AGM Meeting held 16 May 2023 for approval.

The minutes of the Full Council AGM meeting dated 16 May 2023 were presented to members where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Jarman, seconded Cllr Trabucco. The minutes were signed by Cllr Warden.

1180 Agenda item 5 - Matters to be noted from the minutes of the Council meeting held on 16 May 2023.

The action list was updated, and it was noted that items 1106 (e) SSWP Licence to Plan agreement and 1106 (i) was outstanding. All other actions had been resolved.

1181 Agenda item 6 – The following Chair's actions were noted.

Nothing to report.

1182 Agenda item 7 – To note minutes of the Planning Committee meeting held 16 May 2023

The minutes of the meeting of 16 May 2023 were noted.

Before the following application was discussed the Clerk was asked as to why this application was on the Full Council agenda. The Clerk advised that at prior planning meetings it had been requested by the Chair of Planning that all applications over 60 houses should be discussed by the Full Council and not just the Planning Committee if timings allowed. It was agreed by all councillors in attendance that as this is not reflected in the Terms of Reference for the Planning Committee, it could also confuse residents who were now familiar with the fact that all applications would be discussed at Planning Committee Meetings, and that most councillors also made up the planning committee membership that in future this would not be necessary. This was also highlighted by

the fact that it was unusual that there were no residents in attendance for discussion on such a large development.

Application Number: AL/70/23/OUT - Deadline 16.06.23 – circulated 11.05.23.

Address: Land West of Lidsey Road (A29), Lidsey PO22 9RG

Application Details: Outline planning application with all matters reserved except access for residential development of the site with up to 155 dwellings (Use Class C3), informal and formal public open space, landscaping, drainage, and other associated works. This application is a Departure from the Development Plan.

After a discussion the following was agreed. The Parish Council objects to this application on the following basis as per the Aldingbourne Neighbourhood Plan.

This application is a departure from the development plan and Aldingbourne has already exceeded its agreed housing allocation.

EH1 - The application is outside the Built-Up Area Boundary (BUAB)

EH1.3 - The development lies within the Singleton and Cocking Tunnels Special Area of Conservation and requires an assessment under the Habitats Regulations.

EH3 - Development on Agricultural Land shows the loss of Grade 1 land, as well as the loss of the rural appearance of the area which is not supported.

EH6 - Protection of trees and hedgerows - this needs to be addressed as the plans show a substantial amount of hedgerow throughout the development which needs to be protected. The site is already showing that trees and hedgerow are being removed.

H3 - Housing Density is of major concern and does not meet the requirements of 0 or 1 per hectare and looks like 17. It also harms the established character and appearance of the local area.

H6 - This development is deemed as a Windfall Site and does not integrate effectively with the existing developments and does not show have access to the site is being used by all parties to the area.

The Parish Council is also concerned at the proximity of the development to an active landfill site on health & safety grounds and the gases that this creates. It also states that this is a sustainable development which is disputed, there is no infrastructure in place with Doctors and Dentist Surgeries within Aldingbourne or the area, school places and transport issues have not been addressed. We also consider that a further Archaeological assessment should be undertaken to investigate the area in more detail.

The objection was agreed by all councillors in attendance.

1183 Agenda item 8 - Aldingbourne Community Sports Centre

Nothing new to report, the AGM should be held by the end of June 2023.

1184 Agenda item 9 - County, District Councillor's, & PCSO Reports:

The PCSO's report was circulated prior to the meeting and was noted.

Arun District Councillor's Paul Ayling and Anita Lawrence advised that they had just been appointed to their committees and would report back in due course.

1185 Agenda item 10 - To receive reports from the following Working Groups/Societies/Clubs

- a) Arun District Association of Local Councils (ADALC) – all activities were on hold following the May 2023 elections, the next meeting is due 19.06.23 and Cllr Warden will attend.

- b) APC/ACSC Development Working Party – As there was nothing new to report, it was agreed that the meeting scheduled for 22 June 2023 should be cancelled. The ACSC AGM will take place before the end of June 2023, and the next APC/ACSC Development Working Party meeting is booked for 14 September 2023. It was agreed that this meeting in September really does need to take place and Cllr Harbord suggested that the working party should also be used to support the ACSC in its future initiatives, community engagement opportunities and not just on plans for the development of the site.
- c) Street Scene Working Party (SSWP) – Cllr Harbord reported on the following:-
- The Kings Coronation Lunch expenditure was £599 out of a budget of £600. The raffle that had taken place raised £144 and it was suggested that it should be split 50/50 between donations for the Aldingbourne Trust and the Aldingbourne Community Sports Centre. This was approved, proposed Cllr Harbord, seconded Cllr Warden. The press coverage for the lunch had also been very well received and articles had appeared in several newspapers.
 - Cllr Harbord advised that they were also looking at a playground project and the possibility of adding new equipment which would also make disability access easier, a zip wire, roundabout and a small fort were being considered.
 - Allotments – quotes for the provision of two new plots and the clearance of an existing one were also still being investigated. Following a request by an allotment holder the trees would also be looked into as it would appear that they are over-hanging a few plots making growing of produce difficult.
- d) West Sussex Association of Local Councils (WSALC) – Nothing new to report.
- e) Arun Joint Action Group (AJAG) – Next briefing for Clerks 12.06.23.
- f) Elected Representatives Forum (ERF) – Nothing new to report, awaiting a date for the next meeting.
- g) Media & Communication Working Party – Cllr Jarman reported on the following:-
- Coronation Lunch coverage was sent to the Bogor Regis Observer by Phil Harbord along with photos of the event. All details were also forwarded to the Parish magazine.
 - The Annual Parish Assembly Banners had proven to work well with residents in attendance.
 - There will be a topping out ceremony at Wings Nursery, Cllr Warden will attend.

1186 Agenda item 11 – Correspondence/Consultations

All the following correspondence was noted.

- Fandango Facebook report to 05.05.23 - circulated 18.05.23.
- NALC Chief Executive's Bulletins – circulated 18.05.23, 15.05.23.
- The Rural Services Network – circulated 01.06.23, 16.05.23, 11.05.23.
- Community Warden residents survey – circulated 25.05.23 and put on website/Facebook Page.
- UK Community Tree Planting Grant – circulated 01.06.23.
- WSCC residents eNewsletter – circulated 22.05.23.
- Report on the State of Parish Councils from Jan Cosgrove – circulated 22.05.23.

- PROW – Annual Parish Report – circulated 16.05.23.
- SDNPA News May 2023 – circulated 09.05.23.
- NALC Events – circulated 09.05.23.

1187 Agenda item 12 – Finance & Personnel

- The payment list for May 2023 was approved and signed by Cllr Warden.
- It was noted that the CCTV support has been extended to 23.11.23.

1188 Agenda item 13 - Policies & Council Documents

- The information sheet on the General Power of Competence was approved and will be put on the parish council website.
- To following policies were approved along with any changes:-
 1. Grants Policy – changes p3 no 4 to show that grants will be considered 6 monthly and not just between November and January and considered only in February.
 2. Equal opportunities policy - no changes.
 3. Complaints Procedure – no changes.
 4. Aldingbourne Parish Council Data Retention Policy – no changes.
 5. Freedom of Information Request Policy – no changes.
 6. Freedom of Information Publication Scheme – no changes.
 7. Privacy Notices Councillors & Staff - no changes.

Proposed Cllr Trabucco, seconded Cllr Harbord and approved by all councillors in attendance that the above policies should be adopted.

1189 Agenda item 14 – to discuss a proposal for a Parish Booklet from Cllr Warden.

Cllr Warden had provided details and costings regarding a proposed Parish Booklet. Following various discussions with councillors, Cllr Warden advised that it would probably be more appropriate for it to be an information booklet with details on what the Parish Council does and its responsibilities and to encourage residents to take part more in the community, rather than a newsletter which quickly becomes out of date. It would be distributed to all existing households in the parish as well as businesses, doctors/dentist surgeries and would include new housing developments. Cllr Trabucco asked if local business support could be used to offset some of the costs involved. Cllr Warden advised that this could be possible, but advertising would need to be approved first. The Aldingbourne Community Sports Centre could also be involved in promoting its facilities and the user groups may also be interested in advertising. The idea of a Parish Booklet was agreed in principle following further discussion and councillors were asked to e-mail any suggestions on content to Cllr Warden for consideration. The Clerk also advised that the new Councillor Induction pack could be used to provide information.

1190 Agenda item 15 - To discuss the proposal for community events including bat walks from Cllr Katherine Jarman.

Cllr Jarman had provided information on the possibility of undertaking Bat Walks within the parish in September 2023. It was suggested that two walks take place one on a Friday and Saturday evenings so children could take part, the numbers would be 20 per evening to maximise the number who could be involved. The costings would be approximately £197.50 which includes the charges by the Sussex Bat Group who would undertake the walk and for the equipment that would be needed. Cllr Trabucco suggested that to ensure that people turned up and invested in the places they signed up to, it may be prudent to charge to ensure attendance. Following a discussion, it was agreed by councillors that a £3 charge for adults and children over 12 was reasonable and all other children under 12 would be free.

The idea was agreed in principle and Cllr Jarman agreed to investigate further regarding logistics of booking etc and would report back. Proposed Cllr Warden, seconded Cllr Trabucco for this community initiative to go ahead.

Cllr Jarman had also provided a paper on community events that potentially could take place at the Aldingbourne Community Sports Centre, there was concern on who would take responsibility for such events and whether it would interfere with the running of the ACSC or clash with any of the events they were also arranging. It was agreed that Cllr Jarman should attend the AGM on 29.06.23 to discuss with them any such possibilities and their thoughts on any community plans/engagement and would report back to the Full Council.

1191 Agenda item 16 - any other business for information for the next agenda

Nothing to note.

1192 Agenda item 17 - Exempt Business

Nothing to report.

The meeting closed at 8.45 pm.

SIGNEDChair

Date.....

THESE MINUTES ARE IN DRAFT AND SUBJECT TO AMENDMENT UNTIL APPROVED AT THE NEXT MEETING OF THE FULL COUNCIL TO BE HELD ON TUESDAY 4 JULY 2023