



## 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 February 2024 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA**

### AGENDA

1. 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. Co-option of a new Councillor (application attached)

4. 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.

Carole Sommerville-Woodiwis – information circulated 29.01.24.

5. Approval of Minutes of Previous Full Council Meeting 5 December 2023 (attached)

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

Item 1247 & 1255 - Cllr Rickard to update on Flashing Traffic Speed Indicators – all details circulated 24.01.24.

Item 1281 (e) – Additional information received from Grays Ecology on the merits of other ecology surveys – circulated by Cllr Jarman 11.01.24.

All other items either resolved or on this agenda for discussion – please see updated action items listing.

7. Chair's Actions

To note that Cllr Michael Warden authorised the making of a tabletop to cover the snooker table at the ACSC for the room to be used as an additional meeting room, this was done under Chair's permitted actions at a cost of £637.20.

8. To note the Planning Minutes for meeting held on 9 January 2024 - previously circulated)
9. Aldingbourne Community Sports Centre  
To receive an update on the ACSC from the Trustees/APC representative.
10. 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
11. To receive reports from the following Working Groups/Societies/Clubs/Outside Bodies:-
- a) Arun District Association of Local Councils (ADALC) – notes of conference 01.12.23 from WSALC circulated 14.12.23.
  - b) APC/ACSC Development Working Party
  - c) West Sussex Association of Local Councils (WSALC) – notes of meeting 23.01.24 attached.
  - d) Arun Police Forum – no meetings held.
  - e) Elected Representatives Forum (ERF).
  - f) Media & Communication Working Party
    - I. Social Media – Instagram Account now up and running 09.01.24.
    - II. Update on new logo design – Cllr Harbord
    - III. To note google search report from processmatters2 – circulated 30.01.24.
12. Correspondence/Consultations  
**To note the receipt of the any correspondence.**
- The Rural Services Network – circulated 05.12.23, 07.12.23, 12.12.23, 19.12.23, 09.01.24 & 29.01.24.
  - South Down News December 23 - circulated 07.12.23.
  - SDNPA's opening of the 2023/2024 call for projects for CIL funding – circulated 28.12.23.
  - SDNPA Interim Chief Executive – circulated 14.12.23.
  - SDNPA details of Hampshire Minerals and Waste Plan – Regulation 19 – circulated 09.01.24.
  - WSCC Residents eNewsletter January 24 – circulated 29.01.24.
  - WSCC Special Edition 2024 eNewsletter – circulated 08.01.24.
  - WSCC Warm Spaces in Arun District Information – circulated 29.01.24.
  - NALC Chief Executive's Bulletin – circulated 30.11.23, 21.12.23 & 29.01.24.
  - NALC Newsletter – circulated 30.11.23.
  - WSCC Be a Councillor – circulated 07.12.23.
  - TFSE Connections December 2023 – circulated 28.12.23.
  - TFSE Connections State of the Region Report – circulated 30.11.23.
  - Sussex Police letter to MPS and councillors regarding security – circulated 30.11.23.
  - ADC Gypsy and Traveller Development Plan Document Regulation 19 Consultation – circulated 12.12.23.
  - Arun Newsletter December 23 – circulated 15.12.23.
  - Letter to Andrew Griffith MP from Karl Roberts and Phillipa Dart Interim CEOs of ADC regarding flooding issues dated 21.12.23 – circulated by Cllr Warden 23.12.23.
  - Letter from Andrew Griffith MP on New Year updates – circulated 09.01.24.
  - Andrew Griffith MP February 24 Newsletter – circulated by Cllr Jarman 28.01.24.

- Copied into e-mail from Arun District Councillor Sue Wallsgrove to Andrew Griffith MP after a response from WSCC on A29 Fontwell Avenue flooding – circulated 29.01.24.
- RSN Rural Funding Digest January 24 Edition – circulated 10.01.24.
- Area4Communcations National Highways A27 Fontwell to Arundel resurfacing – circulated 21.12.23.

13. Finance & Personnel

- To note the management accounts for December 23 and January 24 were signed by the Chair Cllr Warden.
- Payments – please see attached payment list for December 23 and January 24.
- To note that the Members Allowance Scheme for Parish Councils has increased by 5.72 % to £637.80 from £603.30.
- To note that confirmation of the Aldingbourne Parish Council Precept for 2024/2025 was sent to ADC 02.01.24, Tax Basie is 1,921 up from 1,866. Total precept for 2024/2025 with no percentage increase is therefore £156,254.14. (2023/2024 £151,778).
- To consider the purchase of either Msg Lense or Msg Viewer Pro for installation of parish council ipads, to view outlook e-mail files in TEAMS – see email from Cllr Flitter 16.12.23.
- To agree 50% deposit towards purchase of new playground equipment - £21,365.82 (excluding VAT).
- To note Section 137 expenditure limits for 2024/2025 have been set at £10.81. This allows parish councils to spend a limited amount of money for purposes for which they have no other specific statutory power.

14. Policies & Council Documents (copies attached).

Nothing new to report.

15. Management of the Strategic Allocation Process.

- To note response received from Karl Roberts, Interim CEO of ADC on the Steve Tilbury Consulting Infrastructure report – circulated 28.12.23.
- To note response received from Steve Tilbury on the above comments from Karl Roberts – circulated 29.01.24.

16. Proposal received from Cllr Jarman regarding setting up a meeting with the new Arun Ecologist – circulated 11.01.24.

17. Proposal received from Cllr Jarman regarding the recent revision of the NPPF – circulated 26.01.24.

18. Cllr Foott to report back to Full Council on the meeting held with Steve Hill from WSCC.

19. Any other business for information: – Items for inclusion on the next agenda.

20. 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.

21. To note the next Full Council meeting will be held on 5 March 2024