



## **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 2024 held on Wednesday 22 May 2024 at 6.30 pm at the Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA.**

**Councillors in attendance:** - Cllr Mario Trabucco (Chair), Cllr Michelle Harbord (Vice-Chair), Cllr Katherine Jarman, Cllr Denise Ramshaw, Cllr Michael Warden, Cllr Anita Lawrence, and Cllr Richard Rickard.

Clerk to the Parish Council – Marie Singleton

**Also present:** West Sussex County Councillor Trevor Bence, Arun District Councillor Stephen McAuliff, three members of the Ford to Hunston Canal Society. Jonthan Leahy, Chair of the ACSC, Heidi Luther, Treasurer ACSC and five members of the public.

1. Cllr Mario Trabucco, Chair of the Aldingbourne Parish Council welcomed members to the meeting and thanked Heidi Luther for organising the refreshments and Jonthan Leahy for support on the IT equipment for the presentations. Cllr Trabucco thanked councillors following his appointment as Chair of the parish council and stated this was a privilege and he is very proud to be part of the council. He also thanked Cllr Michael Warden, the previous Chair, for all his hard work over the last 3 years in moving the parish council forward.
2. All councillors in attendance introduced themselves and gave a summary of their roles within the parish council.
3. The minutes of the Annual Parish Assembly meeting dated 25 May 2023 were presented to members where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Jarman, seconded Cllr Warden. Cllr Trabucco signed the minutes.
4. Cllr Michael Warden advised that he had written an Annual Report of the Parish Council as the previous Chair, and full details would be published on the parish website and social media platforms.
5. Wildlife Wonders of West Sussex Presentation – wildlife on your doorstep by Matt Phelps. Cllr Jarman introduced Matt Phelps and gave some background information on his work as an Ecologist, writer, and nature guide. Full details of the presentation are available on the parish website and social media platforms. Following the presentation, WSCC Trevor Bence

asked if the Wildlife Trust was consulted on planning applications and Matt confirmed that they were consulted on the applications that were deemed appropriate. A resident asked about recording species of wildlife and if this was helpful particularly in relation to any species that were classed as rare. Matt advised that an i-record app is available, and information is available on the Wildlife Trust website with details on how to report such sightings. Another resident asked about the Asian Hornet, and Matt advised that any sightings should be reported to DEFRA.

6. Presentation on the Street Scene Committee by Cllr Michelle Harbord.

Cllr Harbord provided background on the work of the newly established Street Scene Committee which had been moved from a working party to allow for more projects to be considered. A copy of the presentation will be put on the parish council website and social media platforms. Updates on the following projects was provided: -

- Residents have complimented the parish council on the hanging baskets on the Westergate bus shelter, and Cllr Harbord advised that this would also be undertaken on any new bus shelters that the parish council is able to adopt.
- Litter Picking – there are two events undertaken per year with a large number of volunteers that attend and contribute monthly to keep the village free from litter. Any other volunteers would be warmly welcomed and if residents are interested, they should contact the Clerk.
- Planting – planting has taken place throughout the village in suitable locations, and more is planned for next year.
- Benches – a new QE11 commemorative bench has been installed at the corner of Ivy Lane and more benches will be installed in the next few weeks.
- The playground at the ACSC has had new equipment installed to expand the age range of the children able to use the playground. CIL funding was used to pay for the new equipment.
- Allotments – the parish council oversees allotments in Ivy Lane and once the Lees Yard site is complete more allotments will become available for those on the current waiting list.
- Footpaths – Cllr Blaylock tries to keep footpaths clear throughout the year, but if residents have concerns, particularly if the finger signposts are damaged, then these should be reported to WSCC.
- Village Signs – following requests from residents at last year’s Annual Parish Assembly, the parish council is looking at installing new village signs throughout the village and hamlets. Public Notices have been put up and after 28 days if there are no concerns raised then WSCC will issue the licenses.

If any resident is interested in participating in the Street Scene Committee, then all volunteers would be welcome. Please contact the Clerk on [clerk@aldingbourne-pc.gov.uk](mailto:clerk@aldingbourne-pc.gov.uk) for more details.

7. Ford to Hunston Canal Society presentation by Cllr Denise Ramshaw with Richard Boulter, Elaine Cordingley, and Christopher Spruce – full details of the presentation will be available on the parish council website and social media platforms. The presentation consisted of the following information: -

- The route of the Canal from Portsmouth to Arundel, and then via the Wey & Arun Canal to London.
- The society is now a charity.
- The aims of the society were outlined:-
  - i. Aim 1. – to record information relating to the Ford to Hunston section of the Portsmouth and Arundel Navigation (the canal) and associated waterways.
  - ii. Aim 2. – to maintain access to the canal footpaths and restored remains.
  - iii. Aim 3. – to preserve, restore and maintain the line of the canal and features along it. This is so the public can continue to enjoy the benefits of walking and recognise our heritage in this area. Work parties are arranged to ensure that the route is not too overgrown. The local parishes are being encouraged to join in preserving the access to this historic route for all to enjoy.
  - iv. Aim 4. – to support the establishment of a Greenway along the route of the Ford to Hunston Canal if it substantially preserves the line of the canal and the features along it.

The canal is a protected feature and is included in the Arun District Council Travel Plan.

8. Cllr Jarman gave a briefing on “You asked we did” and a copy of the presentation will be available on the parish council website and social media platforms.

- A new Flashing Speed Indicator device is currently in the pipeline and the parish council is awaiting permission from Enerveo and WSCC.
- The parish council supported a resident in getting permission for a 30mph limit along the whole of Hook Lane.
- The parish council commissioned a traffic study on traffic emerging onto the A29 for use on planning applications.
- Several grants were provided in 2023/2024 and any organisation interested in applying can find details on the parish council website.
- The parish council undertook 2 bat walks in September 2023 where places were sold out quickly and are hoping to have similar events in 2024.

9. 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: -

- WSCC Trevor Bence thanked and congratulated the parish council on their sound and good technical information that they provided when submitting comments on planning applications.
- A residents asked about gym facilities following the closure of the Freedom Leisure Center at the Six Villages Ormiston Academy. Jonathan Leahy Chair of the Aldingbourne Community Sports Centre advised that some instructors had approached the ACSC to see what space was available for classes, but availability of space was limited. The ACSC has also been discussing what can be done on the ACSC site but there is not really any possibility of gym facilities at the site for now as the re-development is very much a long-term project. Cllr Jarman advised that both herself and Cllr Warden had met with the Six Villages Ormiston Academy to ascertain what was available in the evenings and weekends and had also met with Active Sussex who had provided useful advice on forming local partnerships but advised that grant funding is difficult to come by. Arun District Councillor Stephen McAuliffe advised that he sits on the Arundel and Walberton planning policy committee at ADC, and they are actively looking at what facilities are required in the area due to all the developments that are taking place, particularly in the north of the area that includes Aldingbourne, this requirement is also included in the Arun District Council Local Plan.
- The parish council was asked about infrastructure in general and Cllr Trabucco advised that infrastructure was always included as part of any report that was submitted on planning applications.
- A resident raised the issue of overflowing rubbish bins and mentioned that Arun District Council had been contacted on several occasions. The parish council confirmed it would contact ADC and ask them to empty the bins on a more frequent basis. Jonathan Leahy also said that if this occurred on the ACSC site, then for residents to contact them directly.

The meeting closed at 8.30pm.

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 2025**