



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 ordinary meeting to be held on Tuesday 2 July 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. 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 4 June 2024 (attached)

5. Matters arising from the previous meeting – see update on Action items listing 4 June 2024 (attached)

- Parish Booklet – final copy before printing to be agreed.

A list of outstanding items is listed in the updated action items listing.

6. Chair's Actions

7. To note the Planning Committee minutes for meeting held on 11 June 2024 – copy attached

8. To note the Governance & Staffing Committee minutes for meeting held on 4 June 2024 – copy attached

9. To note the Street Scene Committee minutes for meeting held on 6 June 2024 – copy attached

10. Aldingbourne Community Sports Centre

To receive an update on the ACSC from the Trustees/APC representative.

11. 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

12. To receive reports from the following Working Groups/Societies/Clubs/Outside Bodies:-

- a) Arun District Association of Local Councils (ADALC) – nothing new to report.
- b) APC/ACSC Development Working Party - to note minutes of meeting held 13.06.24 – copy attached.
- c) West Sussex Association of Local Councils (WSALC) – Nothing new to report.
- d) Elected Representatives Forum (ERF) – nothing to report.
- e) Media & Communication Working Party
 - i. Social media – to note social media platform report May 2024 – circulated 04.06.24

13. Correspondence/Consultations

To note the receipt of the any correspondence.

- The Rural Services Network – circulated 29.05.24, 04.06.24, 11.06.24, 18.06.24 & 25.06.24.
- Andrew Griffith MP – Working for you in Westminster June 24 newsletter – circulated 30.05.24.
- SDNPA June 2024 newsletter – circulated 13.06.24.
- West Sussex: Highways Better Roads in Sussex - circulated 10.06.24.
- ADC News release – ADC New Structure Chart – circulated 03.06.24.
- ADC Arun Newsletter – June 24 - circulated 20.06.24
- WSALC – Pre-election guidance – circulated 30.05.24.
- Sustainability Event for West Sussex businesses – circulated 30.05.24 and put on website and social media platforms.
- WSCC Recycling Knowledge Survey - circulated 13.06.24 and put on website and social media platforms.
- Arun Community Transport Report of AGM 19.06.24 – circulated by Cllr Rickard 19.06.24. Poster for volunteer drivers put on website and social media platforms.
- Marie Curie charity – Support Marie Curie campaign – circulated 13.06.24 and grant application form provided.
- E-mails from a resident regarding the playground and fencing. All correspondence kept between Chair and Vice-Chair as previous correspondence on the same matter already considered and decided upon by the Full Council in 2022.
- To note that a message has been received via Cllr Jarman regarding Tote Copse and the need for some clearance work. The Clerk has contacted Historic England for details.

14. Finance & Personnel

- a. Payments – please see attached payment list for June 24.
- b. To note the management accounts for April and May 24 have been signed by the Chair Cllr Trabucco.
- c. To note that the new IT equipment for councillors has been ordered as previously approved.

15. Policies & Council Documents

- To approve the Model Financial Regulations Policy 2024/2025 – updated policy received from NALC – copy attached.
- To sign confirmation that councillors had all read the Data Protection and IT policies for GDPR purposes.
- To note that the licenses for the Village Gateway signs have been signed by Cllr Harbord and the Clerk and returned to WSCC Highways.

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

17. 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.

18. To note the next Full Council meeting will be held on 3 September 2024