



ALDINGBOURNE PARISH COUNCIL

MINUTES of the ordinary meeting of the Full Council of Aldingbourne Parish Council held on Tuesday 3 December 2024 at 7.00 pm at the Aldingbourne Community Sports Centre, Oliver's Meadow, Westergate, West Sussex PO20 3YA

Members: Cllr Mario Trabucco, (Chair of Parish Council), Cllr Michelle Harbord (Vice-Chair of Parish Council), Cllr Katherine Jarman, Cllr Richard Rickard, Cllr Denise Ramshaw, Cllr Tom Blaylock & Cllr Anita Lawrence.

Clerk to the Parish Council – Marie Singleton.

Also, present – Michael Warden, Secretary of the ACSC, Jonathan Leahy, Chair of the ACSC, West Sussex County Councillor Trevor Bence and three residents.

1458 Agenda item 1 - Apologies for absence

Cllr Sue Foott, and PCSO Caroline Wilson.

1459 Agenda item 2 – Declarations of Interest

Nothing to declare.

1460 Agenda item 3 – Co-option of new councillors

The Clerk advised that two applications had been received from Charles Brown and George Stapley-Jones with both candidates in attendance. Cllr Jarman asked Charles Brown about his employment history as a solicitor in the construction industry and what involvement did he have in planning applications particularly on new developments. Mr Brown advised that his involvement in planning had been limited and he had not represented any developer recently and was now retired. There were no questions for Mr Stapley-Jones. Councillors took a vote, and all were unanimous that both Charles Brown and George Stapley-Jones should be co-opted to the parish council as councillors. Cllr's Charles Brown and George Stapley-Jones then participated in rest of the meeting and signed their Acceptance of Office forms.

1461 Agenda item 4 – Public Participation

There were three residents in attendance to discuss two separate Traffic Regulation Orders that require parish council and West Sussex County Councillor support, one to include the junction near the Prachee restaurant with concerns about parked cars that are causing long tailbacks onto the Nyton Road with reduced visibility at an already dangerous junction with the resident looking for parking restrictions to be put in place. The second request was for traffic calming measures along Church Road, as they wish to apply for urgent traffic calming measures in the form of speed bumps or cameras and for the provision of a pedestrian walkway with a 20mph speed limit also to be considered. Regarding the car parking, WSCC Trevor Bence advised the resident to contact the police with evidence of its apparent lack of tax/insurance and ask for it to be removed. Regarding the actual parking as there are no parking restrictions in place and it is not within 20 meters of a

junction it was difficult to advise if the application would be successful. The resident was also provided with the e-mail address of the PCSO.

The parish council advised that copies of the TRO applications should be sent to the Clerk so councillors could see the full details and would then liaise with Councillor Bence on both matters.

1462 Agenda item 5 - Minutes of the Previous Full Council Meeting held 5 November 2024 for approval

The minutes of the Full Council meeting dated 5 November 2024 were presented to members, where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Rickard, seconded Cllr Trabucco. Cllr Trabucco signed the minutes.

1463 Agenda item 6 - Matters to be noted from the minutes of the Council meeting held on 5 November 2024

Limmer Pond – Cllr Ramshaw advised that getting quotes had been a long and arduous process. Two quotes had now been received and meetings had been held with both contractors, although one of them had yet to respond to a list of questions posed by Cllr Ramshaw. There is a great deal of work that is required to get the pond back to an acceptable state. After a discussion it was agreed that the preferred contractor is JE Green Contractors who are based locally and have extensive experience in waterway, rural estates management and site clearance. The total cost of the quote is £13k however the contractors have agreed to do some of the dredging as a gift (details to be agreed) and confirmed that work would not be able to start until Autumn 2025.

There are still concerns however regarding ownership. Cllr Harbord had provided information from WSCC that shows that although the land on the highways surrounding the pond had been purchased by them, the pond itself remains unregistered. Cllr Trabucco advised that before the parish council considered the “Law of adverse possession” it was suggested that properties on the boundaries should be contacted to see if they had any further information and that a presentation at the Annual Parish Assembly should take place for residents to attend. Cllr Ramshaw will continue to research any ownership claims and contact the landowners next to the pond. The parish council has in the past cleared and kept the pond, so a precedent has been established but it was acknowledged that this had not been done for some considerable time. It was agreed to move this to the Street Scene Committee for further consideration.

There are other outstanding items, and the Clerk asked councillors to provide updates in time for the next meeting.

1464 Agenda item 7 – Chair’s report

Nothing to report.

1465 Agenda item 8 – To note the Planning Committee minutes of meeting held 12 November 2024

The minutes of the meeting 12 November 2024 were noted but Cllr Harbord raised a question on the decision made by the planning committee not to progress any meeting with the owners of land close to the ACSC that had been proposed by Sims William who are acting as agents for the owners to see if the parish council were interested in purchasing land from their clients. Cllr Harbord felt it was a lost opportunity not to see what was being offered as any additional recreation area would be of benefit to the community, the parish council also has funds being held by ADC from a planning application dated 2013 to progress the building of a MUGA but was not able to be progressed through lack of land at the ACSC. Cllr Trabucco recommended that a

meeting should take place to determine what was on offer even if the parish council, then decided not to pursue. A vote took place to reverse the planning committee decision and for a meeting to be held, six councillors were in favour with three abstaining. The Clerk was asked to contact Sims William and ask for some suitable dates. Cllrs' Trabucco, Harbord and Ramshaw will be attending on behalf of the parish council.

1466 Agenda item 9 - Aldingbourne Community Sports Centre

- Cllr Ramshaw outlined the salient points from the minutes of the Trustee meeting 22.10.24 which has been circulated to councillors.
- Jonathan Leahy Chair of the ACSC advised they would have to increase the maintenance charges passed onto users.
- Utility bills are currently being reviewed and it was looking likely that there will be an annual increase of £5.5k.
- The parish booklet has helped to generate some interest in the user groups.
- There were concerns raised on the razor wiring used to repair a fence by a neighbour. Cllr Harbord advised this had been dealt with and herras fencing has been put in place.

1467 Agenda item 10 - County, District Councillor's, & PCSO Reports:

West Sussex County Councillor Trevor Bence was in attendance and advised the following:-

- Cllr Bence has managed to get National Highways to come to a meeting with WSCC to discuss the historical archaeological findings throughout the district with the understanding that the significant finds should be added to the register that is in place and will then be considered when infrastructure projects are to be determined.
- Broken sewers are an issue within the district and talks are being held to resolve this as soon as possible.
- Confirmed that the A27 Arundel bypass had been cancelled with costings already incurred showing as being astronomical.

The parish council asked the following questions:-

- Cllr Trabucco asked about flooding resilience and if WSCC were prepared for winter taking into account the amount of flooding that happens in Aldingbourne, Cllr Bence advised that there was flooding in all villages and that southern water were not a statutory consultee and WSCC would continue to act as best it could.
- Cllr Trabucco asked if WSCC education were still as a standing order objecting to all new developer applications on the grounds of lack of school places. Cllr Bence confirmed that this was still the case and is the first item on the agenda when applications are being discussed.
- Cllr Trabucco asked if there was any news on the A29 realignment. Cllr Bence advised that there had been no further dialogue with ADC on this matter.
- Cllr Harbord advised that in the local press mention was made of a scheme in place to alleviate the flooding at Shripney and asked if Cllr Bence new what this entailed, Cllr Bence advised he was not aware of any scheme, but commented on the fact the area cannot be raised as this will compound the problem with ground water and the Environment Agency will not look at any mitigation measures at the Aldingbourne Rife. Cllr Harbord also advised that mention was made that southern water was spending £1.2m on new pipes and again he was not aware of any project that had been agreed.

Arun District Councillor Anita Lawrence was in attendance and Cllr Jarman congratulated all the District Councillors on the comprehensive letter that had been sent to Angela Rayner objecting to the mandated housing targets for the district.

PCSO Caroline Wilson had provided a report, and this was noted.

1468 Agenda item 11 - To receive reports from the following Working Groups/Societies/Clubs/External Bodies

- a) Arun District Association of Local Councils (ADALC) – nothing new to report.
- b) APC/ACSC Development Working Party – nothing new to report next meeting 12.12.24.
- c) West Sussex Association of Local Councils (WSALC) – WSALC annual report 2023/2024 circulated 04.11.24 and noted, along with the summary of AGM presentations.
- d) Media & Communication Working Party
 - i. Social media – the social media reports for October and November 24 were noted.
 - ii. Processmatters2 google search reports noted.
 - iii. Following on from a meeting of the working party, Wisewords marketing was approached for costings on compiling a newsletter, the initial costs to set up a template would be £120 followed by a quarterly cost of £140 per newsletter. It was proposed by Cllr Jarman, seconded by Cllr Harbord to ask Wisewords Marketing to go ahead with this initiative and agreed by all councillors in attendance to the annual cost of £560 which would be administered via mailchimp. Information to be provided will come under this working party with input from the Chair and Clerk. Hannah will be asked for a suggested template.
 - iv. Cllr Harbord suggested that to display copies of the parish council booklet clear holders could be purchased, this was approved as costings likely to be less than £20.
- e) Task and Finish Group on gym facilities outside of the parish council - Cllr Jarman advised that the clerk at Barnham & Eastergate Parish Council had been approached to see what they were considering regarding a possible refurbishing the Eastergate pavilion, meeting of BEPC was taking place this evening.

1469 Agenda item 12 – Correspondence/Consultations

The following correspondence was noted.

- The Rural Services Network – circulated 04.11.24, 05.11.24, 12.11.24, 21.11.24 & 26.11.24.
- ADC Arun Newsletter – November 24 - circulated 18.11.24 and put on website and social media platforms.
- ADC Arun & Chichester Citizens Advice – Pensions Credit/Winter Fuel Payment campaign – circulated 26.09.24 and put on website and social media platforms.
- ADC LGBCE Electoral Review Guidance – circulated 19.11.24 & 21.11.24 with correct e-mail address details.
- NALC Chief Executives Bulletin– circulated 04.11.24, 14.11.24 & 21.11.24.
- NALC Events Newsletter – circulated 26.11.24.
- WSCC Residents eNewsletter – circulated 14.11.24 and put on website and social media platforms.

- WSCC Have your say on budget for 2025-2026 – circulated 05.11.24 and put on website and social media platforms.
- WSCC – Local Highways Operations – winter preparedness briefings – circulated 04.11.24.
- WSCC – Brake Road Safety Week – circulated 18.11.24 and put on website and social media platforms.
- Andrew Griffith MP – November 2024 Working for you in Westminster newsletters – circulated 04.11.24.
- Thank you e-mails received from Tylers Trust, Arun & Chichester Citizens Advice Bureau, Barnham Trojans, and Arun Community Transport for grant funding.
- Ford to Hunston Canal Society Newsletter November 2024 – circulated 21.11.24 and put on website and social media platforms.
- ABE CLT Press Release – circulated 19.11.24 and put on website and social media platforms.

1470 Agenda item 13 – Finance & Personnel

- a. Payments – the payment list for November 24 was approved and signed by Cllr Trabucco.
- b. It was noted that the management accounts for October 24 had been signed by the Chair Cllr Trabucco.
- c. It was noted that the interim internal audit was taking place 05.12.24.
- d. A report on the recommendations on the parish council's investment portfolio was provided by Cllr Trabucco which also outlined the rationale and reasons why this had to take place. Following a discussion it was proposed by Cllr Rickard, seconded by Cllr Jarman that all the recommendations should be implemented. Approved by all councillors in attendance. The clerk advised that as many of these were online applications it would not be known until applying how many signatures were required and it was agreed that Cllr's Trabucco and Harbord would be used in the first instance and then to use the other finance/banking signatories as required.

1471 Agenda item 14 - Policies & Council Documents

It was noted that for the 500-bus shelter working group that BEPC would be the lead organisation as they had a majority of the bus shelters being installed and that Cllr Rickard would be pushing WSCC on a definite answer as to the Peckham Chase location which was on the border of both parishes.

1472 Agenda item 15 – To discuss the following motion from Cllr Rickard on the Lidsey Canal

To consider the creation of a joint working party with the Ford to Hunston Canal Society to investigate and confirm ownership of the site of the former Portsmouth and Arundel Canal within Aldingbourne Parish and explore opportunities to protect the future security of the site and seek improved public accessibility for leisure and recreational use, including provision of benches, signposting and limited space for cycle and car parking.

Cllr Rickard provided some background information and had already been in contact with the Ford to Hunston Canal Society who had confirmed they would be more than happy to be part of a working group to consider any of the above. It was proposed by Cllr Rickard, seconded by Cllr Ramshaw that a working party should be formed and should be added to the Street Scene committee to progress. Agreed by all councillors in attendance.

1473 Agenda item 16 - any other business for information for the next agenda

Nothing requested.

1474 Agenda item 17 - Exempt Business

Nothing to report.

1475 Agenda item 18 - To note the next Full Council meeting will be on 4 February 2025

The meeting closed at 9.35 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 FEBRUARY 2025