



ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Office Number 07849 806955

Email: clerk@aldingbourne-pc.gov.uk

You are hereby summoned to the Aldingbourne Parish Council ordinary meeting to be held on Tuesday 4 March 2025 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 February 2025 (attached)

5. Matters arising from the previous meeting – see update on Action items listing 4 February 2025 (attached)

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

6. Chair's Report

7. To note the Planning Committee minutes for meeting held on 11 February 2025 – copy attached

8. Aldingbourne Community Sports Centre

A funding request has been received from the ACSC for discussion. Please find attached the following:-

- Paperwork from the ACSC on the funding request.
- Briefing paper from the Clerk on the ACSC for full discussion.

9. 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

10. 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 - next meeting scheduled 13.03.25.
- c) West Sussex Association of Local Councils (WSALC) – nothing new to report.
- d) Media & Communication Working Party
 - I. Social media – to note social media platform report January 2025 – circulated 13.02.25.
 - II. Website Review report received from Processmatters2 – circulated to members of this working party 03.12.24.
 - III. Parish council quarterly newsletter – e-mail received from Wisewordsmarketing - circulated to members of this working party 28.11.24.
- e) Task & Finish Group on gym closure.

11. Correspondence/Consultations

To note the receipt of the any correspondence.

- ADC Community Warden - Free Skateboarding sessions – circulated 30.01.25 and put on website and social media platforms.
- ADC Community Warden – Bike Marking event for Arun West – circulated 10.02.25 and put on website and social media platforms.
- ADC News release – Hospitality businesses in Arun to make critical electrical safety checks – circulated 10.02.24 and put on website and social media platforms.
- ADC Devolution & Local Government Re-organisation Newsletter – circulated 17.02.25.
- WSALC – English Devolution White Paper update – circulated 06.02.25.
- NALC Chief Executives Bulletin– circulated 13.02.25.
- WSCC Emergency speed limit A29 Shripney Road – circulated 11.02.25 and put on website and social media platforms.
- WSCC Emergency Public Notice A29 Shripney Road – circulated 13.02.25 and put on website and social media platforms.
- WSCC Libraries Centenary 2025 – circulated 13.02.25 and put on website and social media platforms.
- Andrew Griffith MP – January 2025 Working for you in Westminster newsletters – circulated 03.02.25.
- WFSRS public Consultation – circulated 03.02.25 and put on website and social media platforms.
- SDNPA News February 2025 – circulated 13.02.25.
- SDNPA First Round Events poster – circulated 06.02.25 and put on website and social media platforms.

- University Hospitals Sussex NHS Foundation Laundry amnesty – circulated 03.02.25.
- NALC Chief Executives bulletin asking for inclusion of parish and town councils in the government's reorganisation guidance – circulated 20.02.25.
- *AiRS Sussex Village Halls Conference 15.03.25 – circulated 17.02.25. Cllr Ramshaw interested in attending.
- Via WSALC – Letter from the Leader of WSCC on A consultation on proposals for a Mayoral Combined Authority for Sussex and Brighton – circulated 20.02.25 and put on website and social media platforms.

12. Finance & Personnel

- a. Payments – please see attached payment list for February 25.
- b. To note the management accounts for February 2025 will be signed by the Vice-Chair Cllr Harbord.
- c. To approve the following grants, all applications attached:-
 - i. Air Ambulance Charity Kent Surrey Sussex – request for £500 to support local air ambulance services. **NEW APPLICANT.**
 - ii. St Wilfrid's Hospice (South Coast) – request £750 supporting people with terminal illnesses. **NEW APPLICANT.**
 - iii. Cancerwise – request £1k to provide support for people with a cancer diagnosis. (1k approved 2024).
 - iv. Aldingbourne Trust - £1k to provide support for adults with learning difficulties. The grant is specifically to provide an outdoor seating area for the Open Farm Team, along with a provision for a small potting shed. **NEW APPLICANT.**
 - v. 4Sight Vision Support – request £455 to support residents who are blind or partially sighted. (£275 approved 2024).
 - vi. ACSC – request £998.73 for gym equipment.

Total requested for grants £4,703.73 (£1,700 left in budget)
- d. To note the Budget Financial Monitoring Report to 31.01.25 with outturn. (Period 10).
- e. To note that a review of all bank statements from April 24 to January 25 had been undertaken and bank reconciliations countersigned by Cllr's Jarman and Rickard.
- f. To review and note the Bank Balances at 31.01.25 and to agree for a transfer between accounts – see finance report.
- g. To review Earmarked Accounts and to approve transfers as agreed in the Business Plan by the end of the financial year – see finance report.
- h. To note income for 2024/2025 – see finance report.
- i. To note CIL receipts and expenditure – attached.
- j. To finalise the Asset Register for 2024/2025 for inclusion in the AGAR – attached, no changes to write offs previously approved at Full Council 05.11.24.
- k. To discuss Investments previously approved following changes to councillors – see finance report.

13. Policies & Council Documents

Nothing to report.

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

15. 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.

16. To note the next Full Council meeting – Tuesday 1 April 2025.