A logo of a town council

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**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 2025 held on Wednesday 21 May 2025 at 6.30 pm at the Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA.**

**Councillors in attendance**: - Cllr Sue Foott (Chair), Cllr Michelle Harbord (Vice-Chair), Cllr Katherine Jarman, Cllr Ron Flitter, Cllr Richard Rickard, Cllr George Stapley-Jones & Cllr Charles Brown.

Clerk to the Parish Council – Marie Singleton

**Also present**: 27 people were in attendance, of which 10 were presenting.

1. Cllr Sue Foott, Chair of the Aldingbourne Parish Council welcomed members to the meeting.
2. All councillors in attendance were introduced.

# The minutes of the Annual Parish Assembly meeting dated 22 May 2024 were presented to members where upon it was unanimously RESOLVED that they should be adopted. Proposed Cllr Jarman, seconded Cllr Harbord. Cllr Foott signed the minutes.

1. Cllr Foott gave a verbal update on the written Annual Report of the parish council and highlighted the following-

* Planning – applications are reviewed in line with the Aldingbourne Neighbourhood Plan with the committee listening to residents who attend these meetings.
* Pleased to announce the 30mph speed limit throughout Hook Lane had been implemented by WSCC.
* The parish council is here to help with community groups and grants of up to £1k are available.
* A new parish booklet was issued in 2024 which has lots of signposting to help residents find the correct contact information.
* The parish council had also undertaken 2 bat walks.

A full report is available on the parish council website.

Cllr Harbord, Chair of the Street Scene Committee gave a presentation on the projects that the parish council had undertaken in 2024/2025 – a copy will be posted on the parish council website.

* New playground equipment had been installed along with new matting under the zip wire and fort to stop flooding.
* 2 litter picking events took place in conjunction with volunteers from RRT (Plymouth Brethren).
* The parish council has 14 allotment plots in Ivy Lane and has a waiting list.
* New benches had been installed in the parish and playground at the ACSC.
* Village Gateway signs had been installed to identify all the hamlets within the parish.
* 2 bus shelters have been adopted and will soon have hanging baskets and a noticeboard.
* SID had been installed with locations approved by WSCC; the data analysis can be used for planning applications that show road usage and can be used to verify any transport plans provided by the developers.
* Tote Copse Ancient Scheduled Monument has been cleared which has led to it being removed from the at risk register with Historic England.

**For 2025/2026**

* New black and white historic fingerposts will be installed.
* Limmer Pond needs some substantial work to the trees and to clear the pond. The pond, however, is not registered nor is the land, but residents were asked to let the parish council know if they have any local knowledge that could help identify ownership.

1. An introduction was provided by Cllr Jarman, and a presentation was given from Steve Webster, Conservation Land Manager, ex-Sussex Wildlife Trust and RSPB:  Waxcaps, puffballs and fly-killers! – an introduction to some of the fungi of West Sussex”.
2. A presentation was given by Chris Fuller from Arun Community Transport – the presentation will be posted on the parish council website and social media platforms. Chris asked for any driver volunteers to contact him directly, which would increase the provision to vulnerable residents who require this service.
3. A presentation was given by Jonathan Leahy Chair of the Aldingbourne Community Sports Centre who provided background on how the ACSC was formed and then user groups gave a briefing on their activities.

Social Club - has 300 members and undertakes events throughout the year, including darts evenings and music nights and are looking at doing some refurbishment of the facilities.

BRMRC – has 106 members including 19 children. They operate a kids’ club, have modular groups for training and education, a test track and ride on railway, take part in annual exhibitions held in Bognor and London. They have a mentoring programme that supports schools and charitable organisations. The signal box is 114 years old and has been maintained on site at the ACSC since 1911.

Aldingbourne Target Shooting Club – club is 77 years old and has been at the ACSC since 1972. Members compete in County and International competitions and have even been at the Commonwealth Games. The age range of members is 12-91 years old. They are looking at refurbishing the current facility which they hope to include its own toilet.

Bowling Club – the club has been on site for 33 years and although bowls is in decline over the years, membership is on the increase. They have an all-weather surface and are looking to increase their winter membership when other clubs have closed their grass facilities. They are also looking to take part in the West Sussex Bowling League. They have a good social side to the club and are disabled compliant so everyone can join in.

Tennis Club – the club are looking to increase numbers and membership and have free taster sessions. They currently have 90 members and 26 juniors under 16. The tennis courts are all weather surface, and they have a winter league. They operate a junior programme and at their recent Open Day 50 people attended.

Pre-school – Hopscotch is a term time only facility and has been going for 30 years and offers provision for 1–4-year-olds. There are 70 children on the register, and they are struggling to accommodate the numbers due to lack of space.

Barnham Trojans Football Club – the club was formed in 1976 and will be 50 years old in 2026. There are 265 children and 80 adults involved in various football leagues. They operate groups from U6-U16 and have 3 girls and 1 ladies’ team. The ACSC is their main site, but they also use pitches in Eastergate, Walberton and Slindon due to the numbers involved. They host an annual tournament in June, and this is also a major fundraising event. For the next season they are looking at starting a disabled team.

Also available at the ACSC are circuit training classes, strength classes, model car club group, martial arts club and the Aldingbourne modellers club. They also hold bingo nights and children’s parties.

1. In attendance was Louise Barnetson from the Western Sussex Rivers Trust and is the Water Champion of Parishes and Communities. Louise took the opportunity to introduce herself and the work of the Rivers Trust. The idea of the ‘Water Champion’ role is that they will help parish councils and communities interpret, understand, and take action for their local water environment, and help build a community of change. This is part of the collaborative Downs to the Sea project. Through this role they will also be creating an information pack for parish councils.

Key topics that they plan to cover through engagement with parish councils are as follows:-

* Monitoring rivers and citizen science – how parish councils can get involved
* Restoring and protecting rivers, ponds and wetlands – how WSRT can help
* Restoring and protecting rivers, ponds and wetlands – what parish councils can do
* Exploring and encouraging natural flood management in your parish
* Exploring nature-based solutions for road run-off
* Development and planning guidance – thinking about the impact of development on the water environment
* Riverscapes in Neighbourhood Plans
* Signposting to other sources of information – e.g. Southern Water, Environment Agency.

They are looking for volunteers from Aldingbourne to undertake water testing for the Rife as recent testing shows phosphate levels in the Aldingbourne Rife is really high, they have also spoken to Southern Water regarding this issue.

1. 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: -

* Rubbish and litter down Hook Lane including fly-tipping, residents were advised to report this on the Arun District Council portal, Cllr Jarman advised that she had used this service, and they were quick at ensuring items were removed. Items reported however do have to be on public land and not private as this would be the responsibility of the landowner.
* Speed cameras on the A29 – a resident asked if speed cameras could be installed along the route. Cllr Rickard provided information on the Speed Indicator Display that was operating through the parish in 8 locations on rotation by the parish council and reiterated that there is a speed camera in place operated by WSCC. Data from the SID showed that 80% of vehicles were under the 30mph speed limit and a short analysis of each location was provided. The need for monitoring would be down to community volunteers who would have to trained. There was concern that the new industrial units in Bersted would exacerbate traffic and the weight limits on vehicles on the road.

The meeting closed at 9.00pm.

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 2026**