



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 Full Council meeting to be held on Tuesday 1 July 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 3 June 2025 (attached)

5. Matters arising from the previous meeting – see update on Action items listing 3 June 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 10 June 2025 – copy attached

8. To note the Street Scene Committee minutes for meeting held on 5 June 2025 – copy attached
See agenda items 14 for recommendations.

9. To note the Governance & Staffing Committee minutes for meeting held on 3 June 2025 – copy attached

10. Aldingbourne Community Sports Centre

To note that the CCTV was reviewed 24.06.25 between the Clerk and the Chair of the ACSC as the police had been notified by the ACSC of possible criminal activity. A crime incident number was provided but it was agreed that no further action would be taken on both instances as they can be dealt with by the ACSC directly with the people involved as they were members/users of the club.

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 - notes of meeting 19.06.25 – copy attached.
- 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 May 2025 – circulated 05.06.25.
 - II. Newsletter – launched 21.05.25 – draft copy sent to councillors 20.05.25.
- e) Task & Finish Group on gym closure.

13. Correspondence/Consultations

To note the receipt of the any correspondence.

- ADC News release – ADC elects new Chair of the Council – circulated 22.05.25 and put on our website and social media platforms.
- ADC News release – Devolution & Local Government Reorganisation Update – circulated 02.06.25.
- Arun Newsletter 53 – May 2025 - circulated 02.05.25 and put on website and social media platforms.
- ADC News release – New grant scheme launched to boost Littlehampton's High Street - circulated 09.06.25.
- ADC News release – ADC honoured with Silver Award for Armed Services Support – circulated 16.06.25 and put on website and social media platforms.
- WSCC 2025 Recycling Survey – circulated 05.06.25 and put on website and social media platforms.
- WSCC Public Notice Road Closure Drayton Lane Oving 06.07.25 – circulated 16.06.25 and put on website and social media platforms.
- WSCC Parish Briefing on Community Highways Scheme – circulated 09.06.25.
- WSCC Tea Chat Bognor Library – circulated 22.05.25 and put on website and social media platforms.
- Andrew Griffith MP – Working for you in Westminster – June 25 – circulated 02.06.25.
- NALC Chief Executives Bulletin – circulated 05.06.25.
- SDNPA News June 2025 – circulated 12.06.25
- Southern Water publishes final draft Water Resources Plan 2024 – circulated 02.06.25.

14. Finance & Personnel

- a. Payments – please see attached payment list for June 25.
- b. To note the management accounts for June 2025 will be signed by the Chair.
- c. To retrospectively agree costs for MeadowFest Event 05.07.25.
 - i. Tablecloth for all future events (APC logo) - £125
 - ii. Flying Feather Flag (APC logo) - £175 - £205
- d. To agree costings of a Brown Tourist Sign for the Sculpture at the ACSC of £600-£700 which includes the cost of the application to WSCC.

15. Policies & Council Documents

None.

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 – Tuesday 2 September 2025 – PLEASE NOTE THERE IS NO FULL COUNCIL MEETING HELD IN AUGUST.