

ALDINGBOURNE PARISH COUNCIL

Clerk Mrs Joanne Brown ACIS
Red House, 100 Middleton Road
Middleton on Sea PO22 6DL
Tel 01243 582667

NOTICE OF MEETING AND AGENDA

Your attendance is requested at the Meeting of the Parish Council to be held in the Community Centre, Olivers Meadow commencing at 7.00 p.m. on Tuesday 6th November 2018

A G E N D A

1. Apologies for absence.
2. Co option
3. Other items for discussion (not on Agenda but considered by the Chairman to be of an urgent nature)
4. 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.*
5. Public Session – The public may address the Council on any matter relevant to the business of the Council.
6. Confirmation of Minutes (*Copies available at www.aldingbourne.arun.gov.uk*)
 - i) Planning Committee meeting held on – 9th October 2018
 - ii) Council Meeting held on – 2nd October 2018
7. Reports from County and District Councillors.
8. BEW Cluster Group meeting 30/10/18 – update
9. WSALC AGM and Conference Report - attached
10. Community engagement days – update from 27th October 2018
11. Play equipment – to consider report and quotes for repairs – specification attached
12. Community Land Trust Steering Group – update and approval of S137 grant of £5000
13. Appointment of new Clerk – update and to note date of interviews
14. Reports and Recommendations from Working Parties:

- i) Footpaths Working Group
- ii) Newsletter Working Group-
- iii) Allotments Working Group
- iv) Village Signs Working Group
- v) ACSC Development Working Group – Project brief update following group meetings and report from Trustees meeting on 5th November and Fire Risk assessment

.*Correspondence received for action or comment including items circulated for information only. *(Items of correspondence must be received by the Clerk for inclusion at least 1 week before the meeting).*

15. Finance

16. Approval of accounts for payment as listed below;

Payee	Detail	£
Viking payments	Ink	23.12
Rialtas	Accounts software	142.80
N McMaster	Newsletter editing	400.00
SSALC	New councillor briefing	72.00
Process Matters	Web site	120.00
Castle Water	Allotments	17.78
Wordsmith and Paper	Feasibility study stage payment	442.00
Mrs J Brown	Clerks salary	818.24
TOTAL		2,035.94

Mrs. J. Brown, Clerk, 31st October 2018

Proposed Specification of Works to Play Area at Olivers Meadow.

Please provide your best prices to carry out the work in this Specification. State your cost for each item individually excluding VAT.

Remove 2no. Chute Slides to embankment, remove all timber strings and risers, break out concrete and cart away all demolished material. Infill exposed area with imported material, level and lay turf to existing. All to the sum of £3800

Provide alternative cost to 2no chute slides as follows, retain both slides ensuring that they are securely fixed at the top. Remove both rotted timber strings and all rotted timber risers and cart away. Rake out loose material under each step, pudge and compact weak mix of sharp sand and cement under steps to maintain stability. Provide treated timber and replace strings and risers. £5973

Break out all rotting timber edgings to 2no multi-activity units and cart away.

Remove weeds and clear away, remove all existing bark and set aside for possible reuse. Remove existing liner and cart away. Supply all timber and re-construct edgings with all necessary support to both units. Supply and lay new liner to both pits and fill to required depth, 4-6ins with new and reclaimed bark. All to the sum of £4220.28

Make necessary repairs to safer surface in flat swing area and corner of safer surface to swings. All to the sum of £230

Carry out repairs to both gates as required to enable proper self-closing. All to the sum of £440

Provide and fit 2no nut caps under seat on Rocker-Quad Rider. All to the sum of £12

Provide and fit 7no nut caps that are missing to the Multi-activity Unit-Junior. All to the sum of £20

Swings. 2 bay flat, 2 seats and group moulded seat. Re-attach rubber joint cover on cross bar, replace 4no missing nut caps under swing seat, replace corroding nuts and "U" bolt under flat swing seats. All to the sum of £150

On swings unit identified in Item 7 above the buffer seams are open. Define, what, if any repairs/replacement are required and provide costs as appropriate.

Basketball/netball court game. Replace damaged backboard. Provide new net to hoop, reusing existing hoop. All to the sum of £750

Timber Adventure Trail. Replace two missing caps on balance beam post. Replace suspension bridge step up log. All to the sum of £215

Re-position Litter bin as agreed with Parish Council, provide necessary base/fixing points and securely fix down. All to the sum of £120

Quad Rider Rocker, Gravity Bowl, Brown cow Rocker and Four Seat Apollo Bouncer. Remove rubber matting to all units and cart away, infill as necessary beneath all units and tamp down level. Provide and install new rubber matting to each unit. All to the sum of £1550

Originator; Cllr Michael Warden.

Date; 2nd October 2018.

WSALC AGM and Conference Report.

The AGM was conducted in the usual format of Election of President, duly re-elected, Welcome, Apologies, Minutes of last AGM of 4th October 2017, the Chairman's Report which has been sent to each parish member. A resolution to adopt the accounts, a copy of which can be viewed via the Clerk.

Appointment of Directors as shown on the attached Agenda. Agreed.

Election of Vice-Presidents as on attached Agenda. Agreed.

Election of Representatives to the National Association. Cllr Terry Oliver was elected to the post and voting representatives were elected as shown on the Agenda.

The proceedings then moved to the Conference matters and the first speaker was, Sally Manning, Assistant Democratic Services Officer, Democratic Services, WSCC. Referencing her work with the Armed Forces Covenant Training for Customer Facing Staff. As there was a lot of content to the presentation about how it operated and what assistance and information was available to Parishes and Forces families to assist them, it was agreed that the slides would be sent to all Parish Clerks.

One thing that was said, was Parishes can sign up to the Armed Forces Covenant and then use a link to their web site. Also, where a member of the Forces had passed, other members of their family can wear their medals, but on the right side not the left where the recipient would have worn them.

The next presentation was given by Nicola Bulbeck, Executive Director of Communities and Public Protection and Rachel North Director of Communities WSCC on the subject of Partnership Working and Hot Topics. Once again it was agreed that the slide presentation would be sent out to all Parishes.

The Exec Director said that WS would be conducting more consultation exercises with stakeholders and promised actions would be taken on the concerns that were raised. She stated that they wished to make the County a strong, safe and sustainable place for all by working with the Community.

NB said that there should be more home safety checks, obviously for those that were elderly and vulnerable, but how do we do it/ She suggested that to engage and involve the communities, Libraries could be used as Community Hubs, that smaller communities were not catered for enough and Country Village Schools could also be used as a Hub.

Matters that were discussed included the necessity for WSCC to consult with those that were not avid users of computers, it all seemed to be on line and excluded a lot of residents.

The WS crowd fund now seems to be the way the forward and this could be done via other sources as well.

There was reference to the WSCC gas and electric provider service which is gaining customers daily.

The statement was made that they wish to build much better links with the Parishes.

There was a lot of speak about how they wish to engage us all but there was not a lot that was new or encouraging.

The next presentation was made by Sue Baxter the NALC Chairperson, which was solely describing the work done by them to support Local Council Associations. It was not very inspiring.

A presentation was then made by Andrew Lee, Director of Countryside Policy and Management, South Downs National Park Authority, speaking about the Review of the Partnership Management plan.

He went on to say that they are nearing the end of their current 2014-2019 Management Plan and will be producing a new Plan for the coming five years. Their income amounted to 12.5 million.

Stated that 40% of the National Park is in West Sussex, there are 4,500 houses and 110,000 people live in the National Park and all normal services have to be provided. It was a very ad-hoc presentation.

Other matters brought up by attendees or Officers were; Gatwick expansion, a draft master plan will be coming out shortly, the expiry of ownership ceases in 10years which means they will probably sell on. Red Telephone Boxes are still for sale, any suggestions? Village wardens was discussed briefly with mixed views, there are 196 PCSO's in the County and allegedly there will be 200 more Police officers in four years.

All in all, not very exciting, but will persevere.

Originator; Cllr Michael Warden

Date; 29th October 2018