

ALDINGBOURNE PARISH COUNCIL
Clerk - Mrs JKM Brown ACIS
100 Middleton Road
Middleton on Sea
PO22 6DL
01243 582667

Minutes of the meeting of Aldingbourne Parish Council, held on 6th November 2018 at the Aldingbourne Community Sports Centre

Present: Councillors; Warden, Harbord, Flitter, Sturgess, Conlon, Blaylock and Foott (Chair)

Apologies: Cllr Turner and Beaton

In attendance: Joanne Brown, Clerk,

Also present: 4 members of the public.

513. Co-option - On a proposal by Cllr Sturgess and seconded by Cllr Warden Ms Sarka Conlon was co-opted to the Parish Council

514. Declarations of interest- Cllr Blaylock made a declarations of personal interest in respect of Allotment matters.

515. Urgent Items - None

517. Public Session - No items

517. Confirmation of Minutes of meeting held on 2nd October 2018 -On a proposal by Cllr Warden and seconded by Cllr Flitter the minutes were approved by the Council.

518. District/County Councillors Report - Noted apologies from Cllr Whittington and that there was no District Councillor present.

520. BEW Cluster Group meeting 30th October 2018. - Noted that there had been a number of substitute plans submitted re the Cala Homes application but that none of these changed the original objection. Cllr Warden agreed to ask for advice from CPRE regarding air quality. Noted that details of the BEW Strategic Allocation in the Local Plan and that funding for Community Support Officers would be included in any S106.

521. WSALC - Noted with thanks the reports from Cllr Warden

522. Community Engagement Day - Cllr Harbord reported on the event held at the end of October which was well received. Further events would be arranged.

523. Play Equipment - Cllr Warden referred to additional detail and quotes received from contractors and Members discussed the priority work required. On a proposal by Cllr Foott, seconded by Cllr Sturgess it was agreed that Cllr Warden be authorised to arrange repairs which were essential for H&S up to a sum of £5k.

524. CLT Steering Group -Update - Noted that the CLT Steering Group continued to require volunteers for roles once the CLT was incorporated. These include a Treasurer and a minute Secretary. Members also considered a grant to the CLT of £5k for start-up costs. On a proposal by Cllr Foott, seconded by Cllr Harbord the Council agreed this grant using its powers under S137 of the Local Government Act 1972 on the basis that any organisation awarded a grant provided either services to a significant proportion of the electorate or a project benefiting a significant proportion of the Parish

525. Appointment of New Clerk - Noted that the Staffing and Governance Committee would be interviewing 3 applicants on 8th November 2018.

526. Reports from Working Groups;

Footpaths WG - Cllr Blaylock reported that WSCC would be undertaking its routine inspection in the next few weeks.

Newsletter WG - Noted that this had been well received and that a further edition planned for the spring.

ACSC/APC WG - Noted that the Feasibility study and consultation with Users was ongoing

Allotments WG -No items

Village Signs - No items

527. Correspondence - None

528. Finance

- a. **Payment of Accounts** - On a proposal by Councillor Foott and seconded by Councillor Warden, accounts listed below were approved for payment.

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
RWP	Printing Newsletter	521.00
P. Peters	Delivery of newsletter	200.00
HMRC	Liabilities	882.24
TOTAL		3639.18

529. **Other Items for discussion - ACSC** - Cllr Warden reported on the Trustees meeting held on 5th November 2018. It was noted that the required Fire Risk Assessments were not up to date as well as other issues regarding governance of the facility. The Chair opened the meeting to allow Mr Renford Martin to address the Council and he reiterated that in his consultation with the Trustees he felt that there were areas where some functions were not operating correctly. Following discussion on a proposal by Cllr Foott seconded by Cllr Warden it was agreed to write to the Trustees expressing the Parishes concern regarding issues concerning the governance and running of the ACSC. Members also noted that Cllr Warden would liaise regarding the updating of the Fire Inspection matters as a matter of urgency.

530. There being no further business for discussion the meeting closed at 8.20 pm

SignedChairman.....
...Date

The next meeting of the Parish Council will be held on Tuesday 4th December 2018

THESE MINUTES ARE IN DRAFT FORM UNTIL APPROVED BY THE COUNCIL AT THE NEXT MEETING, AND MAY BE AMENDED BY RESOLUTION. COPIES OF ALL UNAPPROVED MINUTES, AND AGENDA AND MORE INFORMATION ABOUT ALDINGBOURNE PARISH COUNCIL CAN BE FOUND ON THE PARISH COUNCIL'S WEB SITE; <http://aldingbourne.arun.gov.uk/>

