

ALDINGBOURNE PARISH COUNCIL

Clerk Mrs Lindy Nash FCCA
64 Worcester Road, Chichester,
West Sussex, PO19 5EB.
Tel 07523 243068

NOTICE OF ANNUAL 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 6.00 p.m. on Tuesday 14th May 2019

A G E N D A

1. Election of Chairman.
2. Election of Vice Chairman.
3. Representation on Committees, Working Groups and other bodies – schedule attached below.
4. Apologies for absence.
5. Other items for discussion (not on Agenda but considered by the Chairman to be of an urgent nature)
6. 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.*
7. Public Session – The public may address the Council on any matter relevant to the business of the Council.
8. Confirmation of Minutes (*Copies available at www.aldingbourne.arun.gov.uk*)
 - i) Planning Committee meeting held on – 9th April 2019
 - ii) Council Meeting held on – 2nd April 2019
9. Reports from County and District Councillors.
10. Reports and Recommendations from Working Parties (when appropriate):
 - Newsletter/Communications Working Group (update paper noted below as Appendix A)
 - ACSC Development Working Group

*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).

11. Finance – Approval of accounts for payment as listed below:

PAYEE	DETAIL	AMOUNT (£)
Aldingbourne Community Sports Centre	Room Hire Fees - May	36.00
Aldingbourne Community Sports Centre	Room Hire Fees - April	80.00
MH Kennedy and Son Ltd	Mowing and Litter Pick	268.80
MH Kennedy and Son Ltd	Litter Pick re Dec'18 - now overdue	79.20
Process 2 Matters	Website Maintenance Jan-Mar'19 + Purchase of domaine for CLT	157.15
Adams Hendry	Review and recommendations re Aldingbourne Neighbourhood Plan	1860.00
Tivoli Group	Remedial work on Playground Picnic Benches	158.50
L Nash	Pay re May 2019	1058.68
TOTAL		3698.33

Mrs. L. Nash, Clerk, 9th May 2019

APPENDIX A – Update regarding Communications Matters:

Mrs Nash met with Hannah Wales of Fandango, and Maureen Chaffe of Process Matters, on 24th April, 2019.

PURPOSE: The discussion centred around enabling wider use of electronic forms of communication to help reach out to our wider Aldingbourne Community, thus:

- 1) Supporting more effective communication of what is being delivered and ‘worked towards’ by the APC, and
- 2) It is hoped that this will help to build stronger community cohesiveness, and create capacity, to deliver more amenities and services that our residents want, and will benefit from, in the future.

OUTCOMES (agreed following subsequent catch up meetings with Councillors Harbord and Beaton):

- This ‘ambition’ of building greater community links via electronic means is to be promoted at the Parish Assembly on 21.5.19
- At this stage, it is agreed that development of our current APC website will be the ‘hub’ for sharing community information – MC has already enabled a community ‘events’ calendar, and there is an electronic form which will be available on 21.5.19 for Aldingbourne community groups to start to share their information via the Aldingbourne PC site.
- Further work is to be done on the Aldingbourne PC ‘corporate image’ – with distinction (if possible) from the wider ‘Aldingbourne Community’ parts of the website (MC signposted East Preston website as an example, and Felpham website re pointers on how to strengthen our ‘brand identity’).
- The logo work previously put forward by the school is to be revisited and ideas will come back to the APC shortly, along with a ‘publications’ policy document to begin

to standardise the APC 'brand' (through uniformity of font choices and sizes, corporate colour choices etc) – which will all then feed in to a refreshed website.

- Further to APC's agreement in March to agree a £5k budget towards developing newsletter and communications enhancements, a twitter account has been set up to 'trial' getting APC 'nuggets' of news to its residents via this route (this is being set up by MC at no additional cost – with LN to work with MC regarding developing appropriate 'tweet' information - the first post will be regarding the Parish Assembly)
- LN is also working with HW to trial Facebook for a 3 month period initially, and then assess the effectiveness of this communication route for our community. The Facebook account is to be set up on a 'no comments' basis initially (which is an approach being adopted by an increasing number of 'public' bodies recently to ensure appropriate management of this communication tool is more easily facilitated).

AUTHOR: Lindy Nash

DATE: 9.5.19