

# **ALDINGBOURNE PARISH COUNCIL**

Clerk Mrs Lindy Nash FCCA

64 Worcester Road, Chichester,

West Sussex, PO19 5EB.

Tel 07523 243068

## **Minutes of the meeting of Aldingbourne Parish Council, held on 4<sup>th</sup> June 2019 at the Aldingbourne Community Sports Centre**

**Present:** Councillors; Warden (Vice Chair and Chairman for today's meeting),  
Foott, Blaycock, Flitter and Harbord,

**In attendance:** Lindy Nash, Clerk.

**Also present:** 4 members of the public (3 of which left after item 609).

**606. Apologies for Absence** - Councillors Beaton, Sturges and Turner.

**607. Urgent Items** - None.

### **608. Declarations Under the Code of Conduct:**

Councillor Blaycock declared his interest as an allotment holder.

### **609. Presentation by Ormiston Six Villages School re the 'Space 180 Degrees' Project -**

A pupil provided a very interesting insight in to the Ormiston Six Villages Space 180 Degrees project that she, and several of her fellow pupils, are committed to delivering at her school. She explained that the project is aiming to redevelop some previously unused land within the school grounds and make it a space which both the school and, hopefully in time, the wider community, can access as a shared community space.

To date their focus has been to control the weeds! However, the project is in the process of establishing beds for planting crops with the intention of having an 'outdoor kitchen' and two polytunnels, one as an outdoor classroom, the other to store tools and to house raised planting beds.

The pupil did a great job of conveying her enthusiasm to see this project come to fruition and was keen to see as many people as possible be part of the Community Day, to be held this coming Saturday (June 8<sup>th</sup>).

In response to a question from Councillor Foote, she explained that she saw the key challenges being to keep the weeds under control! She also explained that donations of any unwanted gardening tools and equipment would be most welcome. Any donations and/or queries regarding the project should be progressed via Ms Penny Bridges, the member of staff at the school who is overseeing this initiative.

Councillors were very grateful for this pupil's contribution, and for attendance by her Mum, and teacher, Mr Chris Marsh. They look forward to joining the Community Day on Saturday, and to welcoming another pupil contribution at the next APC meeting.

### **610. Public Session:**

Louise Beaton noted ongoing progress on the Community Land Trust project. She highlighted that the Housing Needs Survey is to be sent out to local residents during the next month and encouraged as many people as possible to respond regardless of whether they are currently in need of housing or not. Mrs Beaton also highlighted that the survey would be advertised

through many routes, including via Social Media, to encourage as representative response as possible.

Mrs Beaton also stressed that new members are always welcome. Membership can be for as little as £1 (although more generous donations are much appreciated). There are currently five Board Members, and they are pleased to welcome back Mrs Brown to the CLT team (who recently retired as APC Clerk) however there is plenty to do to move forward this valuable initiative and she would be delighted to hear from any new interested parties (enquiries for more information can be progressed by contacting the APC Clerk).

#### **611. Confirmation of Minutes:**

- **Planning Committee Minutes re 14<sup>th</sup> May 2019** - the draft minutes were noted for information only - minutes to be formally confirmed at the Planning Committee to be held on June 11<sup>th</sup>.
- **Full Council Meeting Minutes re 14<sup>th</sup> May 2019** - It was noted that a couple of typing errors had occurred with respect to the Councillor's names - it was confirmed that Councillors names should read consistently throughout the minutes as Flitter, Warden and Blaylock. Other than this, on a proposal by Councillor Blaylock, and seconded by Councillor Harbord, the minutes were approved by the Council.

#### **612. Reports from County and District Councillors:**

Although it was recognised that ADC Councillor Thurston had sent her apologies and promised an update for the next APC meeting, and that ADC Councillor Hughes was likely to be attending a neighbouring Parish Council meeting this evening, Councillor Foott noted her extreme disappointment that, once again, there was no representation or update regarding District Council matters. She is keen to receive at least a report at the next meeting, and hopefully some representation in person.

#### **613. Clerk's Report:**

- Feedback from Parish Assembly Meeting - Mrs Nash noted that the minutes had been shared for Councillors' consideration. Although these won't be formally adopted until the 2020 Assembly meeting, she sought any amendments now in order that an accurate minute can be agreed to be noted on the website and sharing with the wider community.
- Update re Licencing Application 19/00286/LAPRE for Wild Fields Events - due to time constraints, this was the first opportunity to share the APC response with all APC Councillors - it is noted below as Appendix A, for information.
- ADC Annual Forum is to be postponed from 16.7.19 to the autumn - date yet to be announced.
- S106 Funding re Wings Nursery Application AL/32/19/OUT - correspondence is ongoing with ADC regarding this - costings regarding ASCS development proposals are being sought in order to verify S106 Bid proposal. Matter to be progressed by clerk and reported back in due course.
- Talk from St Wilfrid's Hospice re new building - it was agreed that this should be scheduled for the Autumn.
- Request for Job Centre link to be added to APC website - it was agreed that this should be added in due course as part of the development of a more 'community focused', one stop shop, Aldingbourne site.
- Future Water Usage Stakeholder Workshop - it was agreed that Councillor Warden would attend this meeting at the Amex Stadium on 27.6.19 and report back to the committee in due course.

#### **614. Reports from Working Parties:**

- **Allotments** - Councillor Blaylock reported that this is peak growing season and therefore it is challenging to keep these pathways clear. He noted that Footpath 299 is currently relatively clear, and Footpath 297 is reasonable. Efforts are being made currently to arrange additional cut backs of growth to ensure the paths remain usable.

- **Newsletter/Communications Working Group** - Mrs Nash updated that Aldingbourne Twitter had now been set up with tweets being sent by Process2Matters for no additional cost to the authority. Councillors asked what the tweet address is - it was subsequently found to be '@AldingbournePC'. Discussion took place regarding the proposal that Fandango would progress the 'closed' Facebook account for APC at a cost of £125 to set up plus a monthly fee for sending up to three messages per month which Fandango would initially generate from their local knowledge. It was agreed that this should progress but that a report on progress and impact should be brought back to the Council in October so that Councillors can assess whether it is proving to be good value for taxpayers money. Mrs Nash also reported that Studio Moo required an outline brief before they would commence further work on the APC logo (as designed by Aldingbourne Primary School). Councillors didn't have strong views on what was needed other than that the same basic design should be used but made more 'business like', and to ideally incorporate the 'corporate' green colour, as used on the APC notice boards. Following a suggestion by Councillor Foote it was agreed that the matter should be referred to students at Ormiston Six Villages Academy for their take on developing the logo within the confines noted above - Mrs Nash to progress and report back in due course.
- **Village Signs Working Group** - Councillor Harbord reported that progress had been stalled as she no longer had the proposed design pictures (she thought they had been given to the Clerk but Mrs Nash has been unable to locate them). Mrs Harbord noted that Gladstone are the leading suppliers of this kind of street furniture. The intention is for the design to be made of 'wood effect' plastic and the proposed locations are to be in Norton Road by the '30' zone marker; at the War Memorial; and somewhere near the entrance to Lees Yard. Councillor Warden encouraged a more comprehensive update to come back to the Committee in July so that this project can move forward, and potentially link in to building up a more comprehensive 'package' of street improvements, to be progressed alongside the Neighbourhood Plan.
- **ACSC Development Group** - Councillor Warden reported that the next meeting was not to take place under June 10<sup>th</sup>. However, he was able to report that the expenditure to date on bringing the Centre up to required Health and Safety requirements was currently standing at £8815 of the £15k allocation agreed under Minute 555 of the February APC Meeting. He is now progressing specifications to get Emergency Lighting and Fire Doors installed, all of which he believes can be achieved within budget, with a planned timescale of works being carried out during the pre-school summer holidays. Councillor Foote noted the progress that is being made. However, she remains concerned that there is still no clear plan available detailing matters such as proposed licencing changes, and with timescales regarding progress towards CIO status. She reiterated that the APC contributions are tax payers money and, therefore, the APC has a duty of care to ensure plans and progress are reasonable and appropriate.
- **ADALC** - It was formally agreed that Councillor Warden will continue to represent APC as ADALC representative.

## 615. Finance -

**Payment of Accounts** - On a proposal by Councillor Flitter, and seconded by Councillor Harbord, payment of the accounts listed below was approved:

PAYEE	DETAIL	AMOUNT (£)
The Lock Centre	ACSC Fire Alarm part-payment	5310.00
Hampshire Association of Local Councils	Annual Subscription	81.00
Zurich Insurance	Annual Premium	1507.72

Ladywell Accountancy Services	2018/19 Payroll Services	15.00
SSALC	LCR Annual Sub (£17) + Councillors Briefing (£84)	101.00
<b>TOTAL</b>		<b>7014.72</b>

In addition to the expenses noted above, the following payment requests had been received since dispatch of the agenda:

MH Kennedy and Son	Grass Cutting and Litter Pick	363.60
Crossthwaite and Son	NICEIC Electrical Condition Report re ACSC	480.00

Both of these cheque payments were also approved (proposed by Councillor Flitter and seconded by Councillor Harbord).

**616. Other Items for discussion - None**

**617.** There being no further business for discussion the meeting closed at 8.50 pm

Signed .....(Chairman)

Date .....

**The next meeting of the Parish Council will be held on Tuesday 2nd July 2019**

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/>

## APPENDIX A

### 19/00286/LAPRE - Wild Field events licensing application - Land SE of Tangmere Airfield

Dear Licensing,

Aldingbourne Parish Council would like to make the following representations about the above premises license application:

Firstly, we are very disappointed not to have been directly consulted regarding this matter. It is on the edge of our Parish and traffic flow and noise from proposed events will almost certainly impact upon our residents. It is only through the diligent actions of our County Council representative that we have been made aware of the application and we would be grateful for clarification as to why we were not consulted in order that we can work towards ensuring that such a situation is not likely to reoccur.

Turning to our responses to the application itself, we are concerned that the application seems to be seeking license to hold events of all types with up to 4999 persons attending. However the supporting documentation appears restricted to focus on an event of approximately 2500 attendees. This restricted scope in the supporting papers makes it very difficult for our Council to feel satisfied that the application can be adequately assessed for the number, type and scale of events that would be enabled if this application was permitted in full.

Specific issues relating to the Application:

1. Highway Safety - No risk assessment or comprehensive traffic management plan appears to have been submitted to demonstrate how any road queueing resulting from these events would be mitigated/managed. There also needs to be clarity regarding the maximum parking facilities available at the site.
2. Public Safety - Pedestrian access to and from the site appears to be encouraged (from a Sustainability perspective). However, the site's remote location, its limited public transport options, and its absence of street lights and pavements, raise serious Public Safety concerns.
3. Habitat Concerns - There are risks that Wildlife and Habitat protection legislation could be breached as a result of the proposed events (including the effect of significantly increased noise and lighting as well as the 'set up' of the events which will include ground works and fencing installation). Given the presence of ancient woodland and the present 'rural' nature of the area, this Council considers this a significant risk should the licence be granted. It also requests that a comprehensive ecological survey of the site should be carried out prior to the licence being granted.
4. Public Nuisance - The application does not appear to have adequately addressed the noise levels that will be created by the events and their effect to residents in the surrounding area, or the potential for attendees causing nuisance when leaving on foot late at night.

Although Aldingbourne Parish Council recognises the need to provide entertainment opportunities for families and young people, it has serious concerns that this application does not provide sufficient information on which to adequately assess the acceptability of the licence request. For these reasons, Aldingbourne Parish Council requests that consideration of this application be deferred and then re-consulted on after additional information with respect to the above issues has been provided.

Yours faithfully,

Aldingbourne Parish Council