Minutes of the meeting of Aldingbourne Parish Council, held on 5th November 2019 at the Aldingbourne Community Sports Centre

Present: Councillors; Beaton (Chairman), Warden (Vice Chair), Blaylock, Sturges, Turner, Flitter and Harbord.

In attendance: Lindy Nash, Clerk.

Also present: 3 observers, including ADC Councillor Thurston & WSCC Councillor Whittington.

658. Apologies for Absence - Councillor Foott had sent apologies which were accepted by the Committee.

659. Urgent Items - None

660. Declarations Under the Code of Conduct:

Councillor Blaylock declared his interest as an allotment holder.

661. Public Session

A member of the public raised the issue of a waiting restriction being implemented in the lay-by opposite the Methodist church with a 2 hour maximum time limit. Cllr Whittington agreed to pursue this matter direct with WSCC Highways representatives. Concerns regarding cars being parked behind the Basmati restaurant which block the traffic flow were also noted, as were overgrown hedgerows along Hook Lane.

ACTION: Clerk to liaise with Cllr Whittington to pursue these matters with WSCC.

662. Confirmation of Minutes

- Planning Committee Minutes re 8th October 2019 - the draft minutes were noted for information only - minutes to be formally confirmed at the Planning Committee to be held on November 12th.

- Full Council Meeting Minutes re 1st October 2019 - On a proposal by Cllr Harbord, and seconded by Cllr Warden, the minutes were approved by the Council.

663. Reports from County and District Councillors

- District Councillor Isabel Thurston updated the Committee regarding current initiatives at Arun District Council looking at creating Resilient Community Spaces, developing coordinated transport across the South East region, and responding to the threats of Climate Change. All work is ongoing and Cllr Thurston will keep the Committee informed of progress in due course.

- A discussion also took place regarding names for new roads within the community and suggestion was made that future roads be named after Aldingbourne residents lost during wars, as commemorated at local churches.

- County Councillor Whittington advised the Committee that discussions are taking place regarding Rights of Way within the area, to consider whether some should be amended to also be bridle paths. The work is ongoing and conclusions will be communicated to the Committee in due course.
664. Update on ABE CLT Housing Needs Survey

An update on the ABE CLT Housing Needs Survey was provided. These results are now being used to inform CLT priorities, and the full survey details are available to view via the Aldingbourne Parish website.

665. Approval of Annual Governance Statement and Annul Return and AGAR 2018/19

Regretably, due to technical difficulties in moving the authorities email account across to a more secure gov.uk account, this agenda had not been publicised in time to provide the required consultation period. As a result, no decisions could be taken at this evening’s meeting and therefore this item was postponed - to be considered at an APC Extraordinary General Meeting, to take place from 7.30pm on 12.11.19

666. Reports and Recommendations from Working Parties

i) Footpaths Working Group - Cllr Blaylock reported that a tree has been removed on Footpath 299 in response to a query raised by a resident at the last APC Committee meeting.

ii) Communications Working Group - nothing to report.


iv) Village Signs Working Group - Cllr Harbord is continuing to work on the specification for this work

v) ADALC - Cllr Warden reported that the last ADALC meeting was held on 31.10.19 where WSCC’s Sue Furlong and Matt Davey were in attendance - the minutes from this meeting will be circulated to Cllrs separately and are available for inspection upon request.

vi) ACSC - Cllr Flitter updated the committee regarding the previous resident concern regarding inconsiderate driving at the entrance to ACSC through Olivers Meadow. The matter had been discussed at the ACSC meeting and requests have been sent to all user groups for members to ensure they drive considerately. However, they have no further powers to address this issue and, therefore, it was agreed that the APC Clerk would respond to the resident who noted the concern asking that they note any future incidents, recording the time and number plate if possible, and then the matter needs to be reported to the Police. Regarding other ACSC matters, it was reported that:

- The request to set up the CIO has now been issued to AiRS, and funding is in place to progress this,

- The revised rental payments have now been agreed with almost all user groups, and the few remaining Health and Safety issues are being progressed as quickly as possible, and

- An ACSC Open Day is scheduled for 27.6.20 - they would welcome involvement from the APC - matter to be discussed further at the APC Business Planning meeting on 17.12.19.

667. Clerk’s Report:

- Progress with installation of Office 365/Sharepoint - the Clerk outlined that installation of Office 365 and Sharepoint had now been completed by JNR Computers on her laptop. However, there are ongoing difficulties with moving her email across from the current gmail account, to a gov.uk email address. It was agreed that Councillors would attend GDPR training on 26.11.19 when hopefully the email issues have been resolved, and Councillors can also be set up with Office 365/Sharepoint and their new email addresses.
- WSCC Discussions relating to Hook Lane Development and related resident concerns - the Clerk is meeting with Aldingbourne’s recently appointed PCSO on 20.11.19 when this matter would be progressed.

- Ormiston Six Villages School - re Project 180 and ongoing liaison - the Clerk reported that she had recently met with the Project 180 co-ordinator at Ormiston school. Pupils will be attending future APC meetings to provide further updates.

- Croft Surgery ‘complimentary health’ initiatives - the Clerk updated that work is commencing to look at options for developing wider health initiatives on premises adjacent to the Croft Surgery. She had attended a meeting on this matter at Eastergate Parish Hall on 22.10.19 and will keep Councillors informed as matters continue to develop.

- Attendance at Clerks Technical Networking Day - the Clerk is to attend this SSALC event on 7.11.19 and will update any relevant feedback at a future APC meeting.

668. Finance - Payment of Accounts: For the reasons outlined under item 665 above, no decisions can be taken at this evening’s meeting. Consequently the payment of accounts was postponed to next week’s EGM, to take place from 7.30pm on 12.11.19.

669. There being no further business for discussion the meeting closed at 8.12pm

Signed ..............................................................(Chairman)

Date ...............................  

The next meeting of the Parish Council will be held on Tuesday 3rd December 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/