



# ALDWICK PARISH COUNCIL

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex. PO21 4JF  
Tel and FAX: 01243 263330 E-mail: office@aldwickparishcouncil.gov.uk  
Chairman: Cllr Guy Purser Clerk: Heather Knight

Dear Sir/Madam,

You are duly summoned to an Ordinary Meeting (467) of Aldwick Parish Council that will be held on **Tuesday 21<sup>st</sup> December 2025** at approximately 7.15pm at the Parish Offices, and all members of the Council are hereby summoned to attend.

*H.V. Knight*

Heather Knight (Mrs)  
Clerk to the Parish council

Dated: 15<sup>th</sup> January 2025

**Attention is drawn to the requirement for all Councillors to make a declaration of prejudicial or other interest that they may have in relation to items on this agenda. They are reminded to make a declaration at any stage through the meeting if they have not done so beforehand and, if necessary, leave the meeting as required by the Local Government Act 2000.**

**Members of the public may speak at the discretion of the Chairman. Contributions are normally limited to no more than three minutes.**

## AGENDA

1. Apologies for Absence.
2. Declarations of Interest and any changes to Registers of Interest.
3. To approve as a correct record the minutes of the Council Meeting held on 17<sup>th</sup> December 2024 (attached). To receive Clerk's Report and Actions (for information only).
4. Any such matters as the Chairman may wish to bring to the attention of the Council (for information only).
5. Adjournment for public speaking: To receive representations from members of the public relating to items on the agenda.
6. To receive reports from the District Councillors and County Councillors representing Aldwick.
7. Committee meetings: To Receive and Consider Minutes, Reports and Recommendations of Committees (other than any specific items on this Agenda) as follows:  
To receive minutes of the Planning Committee meetings held on 17<sup>th</sup> December 2024 and 7<sup>th</sup> January 2025 (attached)
8. Amenities (roads, PROW/footpaths and general maintenance of the parish)
  - 8.1 To review annual rental charges for allotment plots, noting that 12 months' notice is required for tenants by 1<sup>st</sup> April 2025, to be applied from 1<sup>st</sup> April 2026.
  - 8.2 To consider Summer Play Scheme 2025 provision options (update from Clerk)
9. Finance
  - 9.1 To receive bank reconciliations and Income & Expenditure reports for all cashbooks to 30<sup>th</sup> November 2024, and if available to 31<sup>st</sup> December 2024 (to follow);
  - 9.2 To approve List of Payments for authorisation; (to follow)
  - 9.3 To consider whether the Council will continue to opt to pay eligible Members the Members' Allowance from 1<sup>st</sup> April 2025; If approved, to set the amount to be paid, being up to 10% of the Arun DC Basic Allowance, as recommended by the Arun Independent Remuneration Panel.
  - 9.4 To consider and approve the budget (V3) 2025/26, noting recommendations from the Budget 2025/26 Working Group, and to approve the Precept 2025/26 requirement. (to follow)
  - 9.5 To ratify Clerk's action under delegated authority in settlement of outstanding invoices from Ensure Fire Systems, and to ratify payment of one invoice of £125.00, inc. VAT. (attached)
10. NALC sector standards survey: To consider whether to respond to NALC survey, produced to formulate its own response to the Ministry of Housing Communities and Local Government (MHCLG) recent standards consultation.  
MCHLG survey link here: (<https://www.gov.uk/government/consultations/strengthening-the->

[standards-and-conduct-framework-for-local-authorities-in-england/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england](#)

NALC survey link here: <https://forms.office.com/pages/responsepage.aspx?id=XI10-kGBhESEUZ2oBPD-MXcDGgACcfVLo9lsczFoTXpUQjhJR1VOVVRIV1EyVzZHMk9SNFNCOUMwTCQIQCN0PWcu&route=s horturl>

11. West Sussex Road Safety Strategy Public Consultation: to consider whether to respond to the consultation, closing at 11.55pm on 2<sup>nd</sup> February 2025. Link to consultation here: [West Sussex Road Safety Strategy 2025-2036 | Your Voice West Sussex](#)
12. Transport for South East Draft (TfSE) Transport Strategy Consultation: To consider whether to respond to the TfSE public consultation, closing 7<sup>th</sup> March 2025. Link to consultation here: <https://tfse.engage-360.co.uk/surveys/1056>.
13. Representatives to External Bodies: To receive brief reports of APC representation at external meetings.
14. Correspondence – to note any correspondence the Clerk wishes to bring to Members’ attention.
15. Date and time of next Council Meeting: Tuesday 18<sup>th</sup> February 2025 at approximately 7.15pm (preceded by the ‘short’ Planning Committee Meeting).

Members of the press and public should be aware that being present at a meeting of the Council will be deemed as the person having consented to being recorded (photograph, film or audio recording) at the meeting or video conference by any person present.