



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 (480) of Aldwick Parish Council that will be held on **Tuesday 17th February at 7.00pm** at the Parish Offices, and all members of the Council are hereby summoned to attend.

H.V. Knight

Clerk to the Parish council

Dated: 10th February 2026

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.

AGENDA

1. Apologies for Absence.
2. Declarations of Interest.
3. To approve as a correct record the minutes of the Council Meeting held on 20th January 2026 (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. Public session: To receive representations from members of the public relating to items on the agenda. Public may speak for up to three minutes, at the discretion of the Chairman.
6. To receive reports from the District Councillors and County Councillors representing Aldwick.
7. Co-option: To consider any applications received for co-option to the Council for vacant seats (1 application circulated)
8. Committee meetings: To receive and consider Minutes, Reports and Recommendations of Committees (other than separate agenda items) :-
 - 8.1 - To receive minutes of Planning Committee meeting held on 6th January 2026 (attached).
9. Amenities:
 - 9.1 - Grounds maintenance contract 2026/27: To consider quotations received for the one year contract (to follow)
 - 9.2 - Play Scheme 2026/27: To consider whether to purchase skateboarding sessions by South Coast Skate Club at Avisford Park, during the Easter school break, potentially 4 days, at a total cost of £1,808 (ex VAT), and if approved, to be funded from Earmarked Reserve 328 Youth Activities.
10. Finance
 - 10.1 – To receive financial reports for Cashbooks 1, 2, 3, 4 and 5 for month ending 31st January 2026, and to confirm that cashbook reconciliations agree to bank statements; (attached)
 - 10.2 – To receive Income & Expenditure budget comparison report to 31st January 2026; (attached)
 - 10.3 – To receive Earmarked Reserves summary to 31st January 2026; (attached) and to consider movement of unspent budget codes to earmarked reserves
 - 10.4 – To approve formal writing off of outstanding VAT amount of £117.32 being a residual anomaly inherited from previous accounting system
 - 10.5 – To consider publishing a budget statement to coincide with council tax announcements
11. Community Governance Review (CGR): To consider proposed Arun DC CGR consultation, including a boundary change to move 9 houses from Aldwick parish to Pagham parish (attached)
12. CIL Infrastructure Investment Plan (IIP): To note Arun DC consultation 2026 (attached) and consider whether the council wishes to submit a project application (deadline 31st March 2026)
13. S106 Spending: To note Arun DC Infrastructure Funding Statement (IFS) (attached) and consider whether the council wishes to apply for funding.

14. Community Bathing Water Group: To note minutes of online meeting 30th January 2026 and to approve hosting a stakeholder meeting on Tuesday 31st March at 6pm.
15. To consider issues arising from parking of motorhomes/campervans and caravans in Silverston Avenue and Marine Drive West, and available options to address this, such as requesting of parking restrictions
16. Policies for review / adoption:
 - Co-option policy (attached)
 - Complaints Policy (attached)
17. Representatives to External Bodies: To receive brief reports of APC representation at external meetings.
18. To consider Arun DC public consultation on Local Cycling & Walking Infrastructure Plan (LCWIP) ending 15th March 2026 (attached) link to consultation documents www.arun.gov.uk/LCWIP
19. To approve List of Payments for authorisation (to be circulated).
20. Correspondence to note.
21. Date and time of next Council Meeting: Tuesday 24th March 2026 at 7pm.

Agenda item 9.1 may include commercially/contractually sensitive information and therefore require exclusion of press and public (SO 3d refers).

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.