



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 (469) of Aldwick Parish Council that will be held on **Tuesday 24th March 2026 at 7.00pm** 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: 17th March 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.

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 17th February 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. **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:
 - 7.1 To receive minutes of the Planning Committee meeting held on 3rd March 2026 (attached).
8. **Amenities**
 - 8.1 Grounds Maintenance: To note confirmed appointment of new contractor for 2026-27;
 - 8.2 Grounds Maintenance: To review and consider any residual or outstanding work from current Grounds Maintenance contract;
 - 8.3 Youth Activities/Play Scheme: To note confirmed final arrangements for Easter skateboard coaching sessions, free to user, 7-10 April 2026 at Avisford Park;
 - 8.4 Youth Activities/Play Scheme: To note confirmed arrangements for free activities at Queens Field Park (West Meads) on Thursday 28th May 2026, 10am-12noon;
 - 8.5 Youth Activities / Summer Play Scheme: To consider report from Cllr Thas (attached) and options for summer activities, using available funding from budget code 4415 and/or EMR 328;
 - 8.6 Allotments: To note completed work to repair burst tap pipe, no costs incurred;
 - 8.7 To note, and ratify, arrangements for 'meet and greet' meeting with plot holders on Tuesday 30th March 2026 – Cllr Huntley / Clerk to report
9. **Finance**
 - 9.1 To receive bank reconciliations for Cashbooks 1, 2, 3, 4 and 5 to month end 28th February 2026 (attached/to follow); and to agree bank reconciliations with bank statements, and that these be duly signed;
 - 9.2 To receive Income & Expenditure summary report for 28th February 2026 (attached/to follow);
 - 9.3 To receive Earmarked Reserves report to month end 28th February 2026, and to consider unspent budget funds to be moved to earmarked reserves for 2026-27 financial year;

- 10. Insurance Annual Renewal:** To note annual insurance premium of £3,353.03 (inc. IPT) under LTA with Hiscox Insurance, due for renewal on 1st April 2026; (Annual premium includes revised premium for revaluation 2026 and inflationary adjustment)
- 11. Cyber Security Insurance:** To note annual premium of £369.20 for cyber security insurance policy with Coalition Risk Solutions Ltd, due for renewal 1st April 2026
- 12. Honours Board updating:** To consider quotes for updating the honours board lettering with names of Chair persons past and present, and if approved where funded from;
- 13. Public Toilets Contribution:** To ratify budgeted annual contribution to Arun DC towards Queens Field and Avisford Park public toilets, budget code 4425 (attached)
- 14. Annual Parish Meeting:** To decide whether to call/host the 6th May electors' meeting at 6.30pm, and if so any arrangements and agenda content – Clerk to report.
- 15. Cllr Training:**
 - To approve attendance of Chairman at NALC Annual Conference, 24th June 2026, at a cost of £85.00, to be funded from Cllr Briefing Sessions budget code 4080, plus £86.20 rail travel costs and if approved, which budget code to allocate to;
 - To approve attendance of Cllrs Pinnelli and West at online New Councillor training, various dates, either free of charge (WSALC) or approximately £45 + VAT (other providers), to be funded from budget code 4080;
- 16. Traffic Regulation Order (TRO) Marine Drive West and Silverstone Avenue:** To consider evidence of public support for overnight parking restrictions for motorhomes, campervans and caravans, and application to WSCC for a TRO;
- 17. Arun Flood Forum:** To note forthcoming April meeting and consider any questions the Council wishes to submit – 26th March 2026 deadline (attached)
- 18. Policies for review/adoption** (attached):
 - Vexatious Complaints Policy
 - Health & Safety Policy
- 19. Representatives to External Bodies:** To receive brief reports of APC representation at external meetings.
- 20. Correspondence** – to note any correspondence the Clerk wishes to bring to Members' attention.
- 21. Date and time of next Council Meeting:** Tuesday 21st April 2026 at 7pm.

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.