



## ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

Office Number 07849 806955

Email: [clerk@aldingbourne-pc.gov.uk](mailto:clerk@aldingbourne-pc.gov.uk)

**You are hereby summoned to the Aldingbourne Parish Council Ordinary Full Council meeting to be held on Tuesday 3 June 2025 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA**

### AGENDA

1. Apologies for absence

2. Declarations of Interest

Declarations under the Code of Conduct – Members are reminded that they are required to make a declaration in relation to any item on this agenda in which they may have an interest.

3. Public Participation

The Public Forum will last for a period of up to 15 minutes during which members of the public may ask, or draw attention to, relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum.

4. Approval of Minutes of Previous Full Council Meeting 6 May 2025 (attached)

5. Matters arising from the previous meeting – see update on Action items listing 6 May 2025 (attached)

A list of outstanding items is listed in the updated action items listing.

6. Chair's Report

Annual Parish Assembly 21.05.25 – to receive any feedback from councillors.

7. To note the Planning Committee minutes for meeting held on 13 May 2025 – copy attached

8. Aldingbourne Community Sports Centre

To note Trustees minutes of meeting held 22.04.25 (copy attached).

9. County and District Councillor Reports/PCSO Report:-

- a) To receive a report from the County Councillor
- b) To receive a report from District Councillor(s)
- c) To receive a report from the PCSO

10. To receive reports from the following Working Groups/Societies/Clubs/Outside Bodies:-

- a) Arun District Association of Local Councils (ADALC) – nothing new to report.
- b) APC/ACSC Development Working Party - next meeting scheduled 19.06.25 – **NOTE DATE CHANGE.**
- c) West Sussex Association of Local Councils (WSALC) – nothing new to report.
- d) Media & Communication Working Party
  - I. Social media – to note social media platform report April 2025 – circulated 12.05.25.
  - II. Newsletter – launched 21.05.25 – draft copy sent to councillors 20.05.25.
- e) Task & Finish Group on gym closure.

11. Correspondence/Consultations

**To note the receipt of the any correspondence.**

- ADC News release – Only rain down the drain – circulated 12.05.25 and put on our website and social media platforms.
- ADC News release – Councillors enjoy tour of the Labernum Centre – circulated 08.05.25.
- Arun Newsletter 52 – May 2025 - circulated 06.05.25 and put on website and social media platforms.
- Arun OnePlanet Workshop agenda – circulated 15.05.25.
- WSCC Residents' eNewsletter – circulated 19.05.25 and put on website and social media platforms.
- Andrew Griffith MP – Working for you in Westminster – May 25 – circulated 01.05.25.
- NALC Events Newsletter – circulated 06.05.25.
- NALC Chief Executives Bulletin – circulated 01.05.25 & 08.05.25.
- Goodwood House Farm Open Day – circulated 06.05.25 and put on website and social media platforms.

12. Finance & Personnel

- a. Payments – please see attached payment list for May 25.
- b. To note the management accounts for April and May 2025 will be signed by the Chair.

13. Policies & Council Documents

- i. To approve the Scheme of Delegation - changes to the numbers on committees only.
- ii. Civility & Respect Councillor/Officer Protocol Policy – no changes.
- iii. Media & Communication Strategy – to be discussed.

14. Any other business for information: – Items for inclusion on the next agenda.
  
15. Exempt Business: – for council to move to any exempt business in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of the following personal or confidential matters (staffing) where publicity might be prejudicial to the special nature of the business.
  
16. To note the next Full Council meeting – Tuesday 1 July 2025.