



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

You are hereby summoned to the Aldingbourne Parish Council ordinary Full Council meeting to be held on Tuesday 9 June 2026 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

AGENDA

1. Apologies for absence
Cllr's Ron Flitter and Anita Lawrence (personal).
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 5 May 2026 (attached)
5. Matters arising from the previous meeting – see update on Action items listing 5 May 2026 (attached)

ASB – Grender Way, letter sent to EMRC who advised that they have investigated and advise that tenancy related matters including investigations and enforcement actions fall within the remit of Clarion. Online form submitted to Clarion Housing and they have responded 01.06.26 to advise it has been passed to the Regional Housing Team who will be in contact.

ASB – Wings Nursery, letter sent to SHG who have forwarded the email to the ASB Manager, Clerk has chased for a response 02.06.26.

See action item listing for full updates.

6. Chair's Report

- To discuss if the parish council is able to attend the Aldingbourne Family Fun Day to be held at the ACSC 04.07.26.
- To discuss if the parish council should organise a photographic competition for Aldingbourne residents on the theme of wildlife/nature – Cllr Jarman to update further.
- To note response from Sergeant Kay Harri on questions raised at the Annual Parish Assembly – circulated 21.05.26.
- To note letter received from resident regarding parking outside the Woodgate Co-op – circulated 21.05.26.

7. To note the Planning Committee minutes for meeting held on 12 May 2026 – copy attached

8. To note the Street Scene Committee minutes for meeting held on 4 June 2026 – copy to follow

9. Aldingbourne Community Sports Centre

10. 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 – come and meet me dates for June and July 26 - circulated 05.05.26. All dates for Aldingbourne taking place at the Co-op.

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

- a) Arun District Association of Local Councils (ADALC) – nothing new to note.
- b) APC/ACSC Development Working Party - to note next meeting 11.06.26.
- c) West Sussex Association of Local Councils (WSALC) – nothing new to note.
- d) Media & Communication Working Party
 - I. Social media report April 26 – circulated 12.05.26.
 - II. Newsletter articles.

12. Correspondence/Consultations

To note the receipt of the any correspondence.

- WSCC Residents' eNewsletter - circulated 26.05.26 and put on our website and social media platforms.
- WSCC Weather Alert – circulated 26.05.26 and put on our website and social media platforms.
- WSCC Local drop in Littlehampton – Pain Wise support group – circulated 21.05.26 and put on our website and social media platforms.

- WSCC Oving and Aldingbourne Public Footpath 287 Temporary Closure Notice – circulated 07.05.26 and put on our website and social media platforms.
- WSCC Local election information – circulated 14.05.26 and put on our website and social media platforms.
- ADC Monitoring Officer – removal of requirement to publish a member’s home address – circulated 01.06.26.
- ADC Newsletter 64, April 26 and 65, May 26 – circulated 05.05.26 and 01.06.26 and put on our website and social media platforms.
- ADC Town and Parish Climate change meeting notes and materials – circulated 24.05.26.
- ADC Fraud awareness training for councillors 03.06.26 – circulated 21.05.26.
- ADC update on local government reorganisation – second consultation lize to 15.06.26 – circulated 14.05.26.
- Footpath 299 Hook Lane, confirmation from management company that quotes are being obtained for the work that needs to be done – circulated 14.04.26.
- 4Sight Vision – thank you letter received for their grant donation 19.05.26.
- WSALC – Webinar on Martyn’s Law – circulated 05.05.26.
- WSALC Environment Agency flooding survey – circulated 15.05.26 and put on our website and social media platforms.

13. Finance & Personnel

- a. Payments – please see attached payment list for May 26.
- b. To note the management accounts for May 2026 will be signed by the Chair.

14. Policies & Council Documents

- Complaints Procedure Policy – new and updated document.
- Data Protection Policy – new and updated document.
- Vexatious Complaints policy – brand new.
- AI Policy – no changes.

All policies are in TEAMS.

15. Any other business for information: – Items for inclusion on the next agenda.

16. 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.

17. To note the next Full Council meeting – Tuesday 7 July 2026 this will be followed by a meeting of the Governance & Staffing Committee