



ALDINGBOURNE PARISH COUNCIL

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

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You are hereby summoned to the Aldingbourne Parish Council ordinary Full Council meeting to be held on Tuesday 6 October 2026 at 7pm, at Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA

AGENDA

1. Apologies for absence
Cllr Katherine Jarman (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 1 September 2026 (attached)
Please note that this meeting was not quorate.
5. Matters arising from the previous meeting – see update on Action items listing 1 September 2026 (attached)

See action item listing for full updates.
6. Chair's Report
To discuss response received from WSCC regarding TRO submitted for yellow lines at the junction of Hook Lane near the Co-op by Denise James-Crook – circulated 21.09.26.
7. To note the Planning Committee minutes for meeting held on 8 September 2026 – copy attached

To note that the planning committee meeting for 8 September was cancelled due to not being quorate.

8. To note the Street Scene Committee minutes for meeting held on 3 September 2026 – copy attached

Please note the following:-

- To note that the next litter picking event will take place 17.10.26 at 10.00 am at the ACSC.
- To note that bulb planting and moving fencing at the allotments will take place Sunday 15.11.26 at 10.00, to meet at Cllr Harbord's home. Cost of bulbs agreed £100.
- To note that approval was given to the purchase of 2 picnic tables and 3 benches of £2,500 (actual cost £2,156) one bench at Limmer Pond and the rest for the new area outside the playground (project previously approved).

9. Aldingbourne Community Sports Centre

- To note request from ACSC for drawdown of £35k for the Centre Manager position for year 2 – previously approved by Full Council 01.04.25 (item 1518) – paperwork attached.
- To note quotes received from ACSC regarding a tree survey of the site – paperwork attached. Recommendation from ACSC is for the quote of £680.
- To note that an invoice has been received from the ACSC from Gaby Hardwicke Solicitors on the CIO Status for £3,093.60. Cllr Sue Foott has approved the invoice as per previously agreed protocols.
- To note funding request received from the ACSC for portable outdoor sports floodlights £4,449.24 – paperwork attached.

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

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 that the meeting 10.09.26 was not quorate.
- c) West Sussex Association of Local Councils (WSALC) – nothing new to note.
- d) Media & Communication Working Party
 - I. Social media report August 26 – circulated 07.09.26.
 - II. Newsletter articles.

12. Correspondence/Consultations

To note the receipt of the any correspondence.

- WSCC Residents' eNewsletters - circulated 20.08.26 & 17.09.26 and put on our website and social media platforms.
- WSCC Members & Parish/Town Council Briefing sessions 2026/2027 Programme – circulated 14.09.26.
- WSCC EV Charge point consultation – circulated 14.09.26 and put on our website and social media platforms after 21.09.26 as requested by WSCC.
- WSCC Buses in West Sussex updates – circulated 15.09.26 and put on our website and social media platforms.
- ADC News Release off street parking strategy 2027-2030 consultation – circulated 28.09.26 and put on our website and social media platforms.
- ADC newsletter 68 August 26 – circulated 01.09.26 and put on our website and social media platforms.
- ADC Town and Parish Council Climate Action Network Meeting 14.10.26 – circulated 21.09.26.
- ADC News release – Budget Consultation 2027/2028 – circulated 21.09.26 and put on our website and social media platforms.
- SDNPA News September 26 – circulated 08.09.26.
- Andrew Griffith MP – Working for you in Westminster September 26 – circulated 01.09.26.
- Goodwood Education Trust Autumn News and 50th Birthday film screening – circulated 01.09.26 & 10.09.26 and put on our website and social media platforms.
- WSALC update for Parish and Town Councils regarding LGR update from Government – circulated 10.09.26.
- Sussex PCC Autumn Engagement meeting 07.10.26 – circulated 10.09.26.

13. Finance & Personnel

- a. Payments – please see attached payment list for September 26.
- b. To note the management accounts for September 2026 will be signed by the Chair.
- c. To note the External Auditor Report and certificate 2025/2026 has been received, and the Notice of Conclusion of Annual Audit has been completed and both posted on our website – copy attached.
- d. To approve quote received from Foster Landscapes Ltd for the purchase and installation of a new basketball post, backboard and net following damage to the old equipment (new post is 3 m high) cost £3,507.50. To note CIL funding can be used.
- e. To note that approval to repair the Jungle Climber was agreed at the Full Council meeting 01.09.26 for £1,388.64 under the Clerks delegated authority and on health & safety grounds
- f. To note quote received from West Sussex Mowing for the grass mowing at Limmer Pond – annual cost £720, £80 per visit (this will be added to our service level agreements if approved). First cut may be higher due to time elapsed from original quote dated 21.09.26.
- g. To note CIL Monitoring Report for 01.04.25 – 31.03.26 was submitted to ADC 24.09.26 – copy attached and has been put on the parish council website.
- h. To note new NALC pay scales for 2026/2027 from 01.04.26 have been applied to the Clerks salary as per the contract of employment.

14. Policies & Council Documents

Nothing to report.

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 3 November 2026 – PLEASE NOTE THAT THIS MEETING WILL BE FOLLOWED BY A MEETING OF THE WESTERGATE RECREATION GROUND FUND.