



WEST WITTERING PARISH COUNCIL

To: All Members

You are hereby summoned to attend the following meeting for the transaction of the business stated in the agenda below.

Meeting: **Full Council**

Date & Time: Thursday 3rd September 2026 at 7pm

Location: The Pavilion, Rookwood Road, West Wittering PO20 8LT

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with Standing Orders.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio recording. Photography is also permitted, by attending this meeting, you are consenting to be recorded. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Celia Price

Celia Price BA (Hons) Community Governance, FSLCC

Locum Clerk to the Council

27th August 2026

West Wittering Parish Council operates under the General Power of Competence since adopted on 4th June 2026. Minute reference 09/26

AGENDA

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| 078/26 | Apologies for Absence
To receive apologies for absence |
| 079/26 | Declarations of Interest
To note that existing declarations of interest remain on record, and to receive any new or amended declarations in accordance with the Localism Act 2011. |
| 080/26 | Minutes of the Parish Council meeting held on 23rd July 2026
To approve the minutes of the Parish Council meeting held on 23 rd July 2026 as a true and accurate record of the meeting. |
| 081/26 | Action Updates
To receive updates on outstanding actions not covered elsewhere on the agenda (for information only) |

- 082/26 Chair's Report**
To receive and note the Chair's report
- 083/26 County & District Councillor Reports**
To receive reports from the County and District Councillors on matters pertinent to West Wittering.
- 084/26 Public Session & Questions**
Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. Public participation shall not exceed 15 minutes, and a member of the public shall not speak for more than 3 minutes. During discussions of sensitive or confidential matters, the public will be excluded.
- 085/26 Public Toilets**
To review and discuss renewal of wash basin/dryer maintenance contract
- 086/26 Planning Committee**
To review the minutes of the planning committee meeting held on 26th August 2026 and discuss recommendations.
- 087/26 Governance Working Group**
To receive an update and agree recommendations
- i. Allotments
 - ii. Tennis Club
 - iii. Telephone system
 - iv. IT Provider
 - v. New website
- 088/26 Governance**
To review and adopt
- i. Publication Scheme
 - ii. Document Retention Policy
 - iii. Social Media Policy
- 089/26 By-Election**
To note that a by-election has been called by 10 or more electors to fill the vacancy arising from the resignation of Cllr Wright, and that the by-election will be held on 8th October 2026.
- 090/26 Finance**
- i. To receive and agree the payment list up to 3rd September 2026
 - ii. To receive bank reconciliations
 - iii. To note the budget position to date
- 091/26 Christmas Tree**
To consider and agree a quote for the Village Green Christmas Tree
- 092/26 Confidential Session**
Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be

prejudicial to the public interest because of the confidential nature of the business to be transacted.

093/26 HR Matters

To discuss confidential HR matters

094/26 Items for information or future agenda items

095/26 Date of Next Meetings

Planning Committee – tbc

Assets & Amenities Committee – 17th September @7pm

Full Council – 1st October @7pm

Copies of agendas and supporting papers will be posted on the council's website and noticeboards or can be requested in advance by emailing info@westwitteringparishcouncil.gov.uk