



## WEST WITTERING PARISH COUNCIL

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### 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 4<sup>th</sup> June 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  
27 May 2026

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## AGENDA

### **016/26 Apologies for Absence**

To resolve to accept apologies for absence. Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

### **017/26 Co-Option of Councillor**

To consider [applications](#) received for the current councillor vacancy and to resolve to co-opt a new member to the council if appropriate and to sign the declaration of acceptance of office.

### **018/26 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.

- 019/26**            **General Power of Competence**  
To consider whether the council meets the eligibility criteria for the General Power of Competence and, if satisfied, to resolve to adopt the power for the current term of office.
- 020/26**            **County and District Councillor Reports**  
To receive updates from the County and District Councillors on matters affecting the Parish.
- 021/26**            **Public Session & Questions**  
The public session which, at the Chair’s discretion may last up to 15 minutes, is to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting may be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. We kindly remind those in attendance that it is not appropriate for members of the public to speak at other times during this meeting unless, in exceptional circumstances, they are asked to by the Chair.
- 022/26**            **Minutes of the Parish Council meeting held on 14 May 2026**  
To approve the [minutes of the Parish Council meeting held on 14 May 2026](#) as a true and accurate record of the meeting.
- 023/26**            **Updates and Information Items**  
To receive the following reports and agree recommendations:  
i.            Chair’s Report ([CDC Dog Consultation](#))  
ii.          Working Group Updates (if any)  
iii.         Any other outside Body Representative Reports  
iv.         [Annual Parish Meeting Report](#)
- 024/26**            **Committee Minutes**  
To receive and note the [minutes of the Planning Committee meeting held on 27 May 2026](#).
- 025/26**            **Finance**  
i.            To receive and agree the [payment list up to 4<sup>th</sup> June 2026](#)  
ii.          To review and agree updated Financial Regulations ([Report](#) / [Policy](#))  
iii.         To receive and note an update regarding Scribe (accounting software)
- 026/26**            **Royal Mail Parcel Locker**  
To consider a [proposal to host a Royal Mail Parcel Locker at the Pavilion](#)
- 027/26**            **Joliffe Road Food Vendor**  
To consider [a request for a seasonal pitch](#)
- 028/26**            **Roads and Highways**  
i.            To receive, consider and discuss [communication regarding the A27](#)  
ii.          To receive, consider and discuss [residents’ correspondence regarding parking and traffic issues](#)

- 029/26 Tennis Courts Lighting Update**  
To receive an [update regarding the previously agreed installation of flood lights](#).
- 030/26 Items for information or future agenda items**
- 031/26 Date of Next Meeting**  
The date of the next Parish Meeting will be on 25 June 2026.

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](mailto:info@westwitteringparishcouncil.gov.uk)