



## 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 25<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

19<sup>th</sup> June 2026

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

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## AGENDA

- 032/26      Apologies for Absence**  
To receive apologies for absence
- 033/26      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.
- 034/26      County and District Councillor Reports**  
To receive updates from the County and District Councillors on matters affecting the Parish.
- 035/26      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.

- 036/26 Minutes of the Parish Council meeting held on 4<sup>th</sup> June 2026**  
To approve the minutes of the Parish Council meeting held on 4<sup>th</sup> June 2026 as a true and accurate record of the meeting.
- 037/26 Reports**  
To receive the following reports and agree recommendations:
- i. Chair's report
  - ii. Action updates
  - iii. Any other outside Body Representative Reports
- 038/26 Finance**  
To receive and agree the payment list up to 25<sup>th</sup> June 2026
- 039/26 Internal Audit Report**  
To receive the Internal Audit Report
- 040/26 Governance Working Group**  
To discuss and establish a working group, agree membership and terms of reference.
- 041/26 Annual Governance and Accountability Return (AGAR) 2025/26 Section 1**  
To review and agreed section 1 of the AGAR
- 042/26 Annual Governance and Accountability Return (AGAR) 2025/26 Section 2**  
To review and agreed section 2 of the AGAR
- 043/26 Notice of Public Rights**  
To receive and note the Notice of Public Rights
- 044/26 Banking Arrangements**  
To review current and agree future banking arrangements
- 045/26 Governance**  
To review and agree the following policies
- i. Scheme of Delegation
  - ii. Training
  - iii. TOIL
  - iv. Absence and Leave
- 046/26 Staffing**
- i. To discuss Locum Clerk hours
  - ii. To note summer staffing arrangements
- 047/26 Governance Working Group**  
To discuss and establish a working group, agree membership and terms of reference.
- 048/26 Items for information or future agenda items**

**049/26**

**Date of Next Meeting**

The date of the next Parish Council meeting is Thursday 23<sup>rd</sup> July 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)