



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

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## To Westhampnett Parish Councillors:

Cllr D Plummer, Cllr S Burborough, Cllr S James, Cllr O'Meara, Cllr C McLeish, Cllr N Harris, Cllr Kevin Allsobrook and Cllr N Jackson

I hereby give notice that a **Full Council Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Monday 13<sup>th</sup> April 2026 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

8<sup>th</sup> April 2026

## AGENDA

1	<b><u>OPEN MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b>	<b><u>Chair</u></b>
2	<b><u>DISCLOSURE OF INTERESTS:</u></b> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<b><u>ALL</u></b>
3	<b><u>PUBLIC QUESTION TIME</u></b> (3 minutes) - <i>prior notice of any question to the Parish Clerk please by no later than Friday 10<sup>th</sup> April 2026</i>	
4	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> including District Councillor (Henry Potter) and County Councillor (Jeremy Hunt) and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	<b><u>ALL</u></b>
5	<b><u>CONFIRM MINUTES OF THE:-</u></b> Parish Council Meeting of 9 <sup>th</sup> March 2026.	<b><u>ALL</u></b>
6	<b><u>CHAIRS ANNOUNCEMENTS</u></b> <ul style="list-style-type: none"><li>Appointment of Assistant Clerk</li></ul>	
7	<b><u>PLANNING</u></b> <ul style="list-style-type: none"><li>(i) Councillors to note/approve the March 2026 planning reports from S&amp;L Land Planning</li><li>(ii) <b>25/00299/CONBC</b> - Old Place Lane Councillors to note updates on enforcement issues.</li><li>(iii) Councillors to discuss/approve any possible planning sites requested by CDC for the Local Area Plan</li></ul>	<b><u>ALL</u></b>
8	<b><u>PAYMENTS / GRANT REQUESTS</u></b> Councillors to approve:- <ul style="list-style-type: none"><li>(i) April 2026 online payments - listed below</li><li>(ii) Councillors to consider/approve requests from grants from a) St Wilfrid's Hospice b) Chichester Food Bank</li></ul>	<b><u>ALL</u></b>

9	<b>BANK RECONCILIATION</b> Councillors to approve:- Bank Reconciliations for March 2026 – to follow	<u>ALL</u>
10	<b>MADGWICK PARK ALLOTMENTS</b> (i)Councillors to be updated regarding the land transfer and any next steps.	<u>Cllr DP</u>
11	<b>COMMUNITY HALL</b> (i) Hall Manger report on general matters. (ii)Community Hall Development – Cllrs DP & JoM to give an update	<u>Cllr DP/ RS</u>
12	<b>ROLLS ROYCE</b> (i)Councillors to discuss ongoing enforcement issues.	<u>Cllr NH/ ALL</u>
13	<b>CHRISTMAS TREE FOR THE VILLAGE GREEN</b> Councillors to discuss/approve the purchase of a 'live' Christmas tree to be installed on Westhampnett village green (Cost £500 including delivery/planting)	
14	<b>COUNCILLOR CODE OF CONDUCT POLICY &amp; COUNCILLOR REGISTER OF INTERESTS</b> (i)Councillors to approve the adoption the LGA Model Councillor Code of Conduct (ii)Councillors to note there is remote training delivered by CDC on Councillor Code of Conduct training provided by CDC on 20 <sup>th</sup> April 2026 and inform the Clerk if they are able to attend. (iii)Councillors to review their Register of Members Interests (to be submitted for the May 2026 meeting)	
15	<b>ITEMS FOR NOTING OR REFERRAL TO A FUTURE MEETING</b>	<u>ALL</u>
16	<b>DATE OF NEXT MEETING:</b> Annual Council Meeting Monday 11th May 2026, 7pm	<u>Chair</u>
17	<b>CLOSE MEETING</b>	<u>Chair</u>

#### **ITEM 8 APRIL 2026 PAYMENTS**

<b>Date</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
13/04/2026	GreenClean	Community Hall cleaning 26/03 to 25/04/2026	468.00
13/04/2026	Richard Skillern	Hall Mgr hours March 2025	768.00
13/04/2026	R M Huntingford	Grass cutting 04 & 19/03/2026	560.00
13/04/2026	West Sussex County Council	Clerks salary & oncosts March 2026	3,539.17
13/04/2026	Lion Automation	Call out/password recovery CCTV system	152.40
13/04/2026	S&L Land and Planning Services Ltd	Monthly retainer March 2026	240.00
13/04/2026	S&L Land and Planning Services Ltd	Briefing papers for RR & Comm Hall Plans	360.00
13/04/2026	Marck Short	Comm Hall window cleaning	70.00
13/04/2026	BP Civils	Drainage report for Comm Hall development	1,100.00
13/04/2026	DLS Arch Ltd	Additional drawings Comm Hall development	1,440.00
13/04/2026	Linda Knowles	Reimbursement Google One	15.99
			<b>8,713.56</b>