



# EAST PRESTON PARISH COUNCIL

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**MINUTES:** of the Proceedings of the Annual Meeting of East Preston Parish Council held at 18:00 on Monday, 11<sup>th</sup> May 2026 at East Preston Infant School, Lashmar Road, East Preston

**PRESENT:** Councillors Christine Bowman, Andrea Chapman, Lisa Duff, Helen Hill, John Gunston, Elizabeth Linton (Chairman), Glyn Mathias, Rick McElroy, Steve Toney and Steven Wilkinson

**ALSO:** Simon Cross, Clerk to the Council

Three members of the public

**ABSENT:** Councillors Kit Bradshaw, Barbara Gale and David Moore

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The following acronyms may appear in these Minutes:

ADC – Arun District Council;  
AoSERA – Angmering-on-Sea Estate Residents' Association  
NHS – National Health Service;  
NR – Network Rail;  
PCSO – Police Community Support Officer;  
SLCC – Society of Local Council Clerks;

TRO – Traffic Regulation Order;  
VHF – East Preston & Kingston Village Hall Foundation;  
WRA – Willowhayne Residents' Association;  
WSCC – West Sussex County Council;  
WSALC – West Sussex Association of Local Councils

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The meeting opened at 18:03.

## **304/26 INTRODUCTIONS**

Cllr Toney welcomed everyone to the meeting and explained the meeting protocol and safety information before leading a round of introductions.

## **305/26 APOLOGIES FOR ABSENCE**

An apology and a reason for absence had been received from Cllrs Bradshaw, Gale and Moore.

**2100** The Council **RESOLVED** unanimously to accept the apologies received from Cllrs Bradshaw and Gale (both away) and Moore (music commitment).

Apologies were also received from County Cllr R Elkins, District Cllrs P Bower, R Bower and Kelly, Peter Galloway and Dorothy Lee.

### 306/26 APPOINTMENT OF CHAIRMAN FOR THE COUNCIL YEAR 2026/27

Council NOTED the following paper which had been circulated in advance of the meeting:

## **Annual appointment of the Chairman of the Council**

On 6<sup>th</sup> May, I wrote to all councillors asking them to let me know if they wished to stand for Chairman of the Council.

Of the councillors who replied so far, only Cllr Toney has put himself forward to be Chairman.

Following council protocol, even though Cllr Toney is currently the only candidate, there will still be a Yes / No paper ballot.

**Council is asked to appoint a Chairman for the coming council year.**

Following the appointment of a Chairman of the Council, it will be necessary for the successful candidate to complete a Declaration of Acceptance of Office.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

Cllr Duff and the Clerk collected the votes and confirmed all ten councillors present had voted.

**2101** The Council **RESOLVED** unanimously Cllr Toney should be appointed Chairman for the 2026/27 council year.

### 307/26 DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Toney completed a Chairman Declaration of Acceptance of Office form which would be lodged with the Council Office.

Cllr Toney thanked all councillors for their continued trust in his chairmanship.

### 308/26 APPOINTMENT OF VICE-CHAIRMAN FOR THE COUNCIL YEAR 2026/27

Council NOTED the following paper which had been circulated in advance of the meeting:

## **Annual appointment of the Vice-Chairman of the Council**

On 6<sup>th</sup> May, I wrote to all councillors asking them to let me know if they wished to stand for Vice-Chairman of the Council.

Of the councillors who replied so far, only Cllr Linton has put herself forward to be Vice-Chairman although one other offered to stand only if Cllr Linton had decided not to stand.

Following council protocol, even though Cllr Linton is currently the only candidate, there will still be a Yes / No paper ballot.

**Council is asked to appoint a Vice-Chairman for the coming council year.**

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

The Clerk confirmed no other councillor wished to stand for the role of Vice-Chairman.

Cllr Duff and the Clerk collected the votes and confirmed all ten councillors present had voted.

**2102** The Council **RESOLVED** unanimously Cllr Linton should be appointed Vice-Chairman for the 2026/27 council year.

Cllr Linton thanked all councillors for their continued support of her in this role.

### **309/26 DECLARATION OF PERSONAL AND/OR PREJUDICIAL/PECUNIARY INTERESTS**

No declarations were made at this time.

### **310/26 PUBLIC SESSION**

No member of the public chose to address the meeting.

### **311/26 MINUTES OF THE MONTHLY MEETING HELD ON 13<sup>TH</sup> APRIL 2026**

The draft Minutes were circulated to all councillors on 15<sup>th</sup> April asking for suggested amendments by 22<sup>nd</sup> April. None were received.

**2103** The Council unanimously **RESOLVED** the Chairman could sign the Minutes as a true record of the meeting held on 13<sup>th</sup> April. Cllr Toney duly did so.

### **312/26 UPDATE ON MATTERS IN THE MINUTES OF PREVIOUS MEETINGS**

Council NOTED the following report, which had been circulated in advance of the meeting:

## **Monthly Update Report**

- 1. Introduction**
- 2. Minute 176/26 – East Preston Allotments**
- 3. Minutes 235.26 to 237/26 – East Preston in Bloom, East Preston Repair Café and East Preston Men in Sheds**
- 4. Minute 242/26 – Warren Recreation Ground - cricket**
- 5. Minute 243/26 – East Preston Community Boardwalk**
- 6. Minute 250/26 – West Sussex County Council**

#### **1. Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 13<sup>th</sup> April 2026.

#### **2. Minute 176/26 – East Preston Allotments**

This matter is back with ADC as this council and the community volunteers agree a five-year lease is too short, especially with an organisation which is unlikely to exist in five years.

#### **3. Minutes 235/26 to 237/26 – East Preston in Bloom, East Preston Repair Café and East Preston Men in Sheds**

A resident present at the meeting wrote in, “Thank you for the invitation to last Monday’s meeting. Good to hear the reports from the various groups.”

#### **4. Minute 242/26 – Warren Recreation Ground - cricket**

Correspondence has continued between the council and the Warren Recreation Ground Safety Group, via the latter's solicitor. The council's latest letter was sent to the group's solicitor on 29<sup>th</sup> April. At the time of writing, we await a reply.

We also await a fixture card. Once that has been made available, we will be looking for councillors to volunteer to attend an hour of each of the matches.

#### **5. Minute 243/26 – East Preston Community Boardwalk**

On the morning after the 13<sup>th</sup> April meeting, I contacted the Community Boardwalk reps and said we had a few matters to discuss at this end before we could agree the date for handover. Those matters will be considered at the Finance & General Purposes Committee meeting on 12<sup>th</sup> May.

Separately, a member of the public contacted the council on 30<sup>th</sup> April stating the council "cannot" accept this gift from Sea Road Beach Access Ltd., the liability is too great on the community. I have asked him to put his concerns into writing so the Finance & General Purposes Committee can discuss them.

#### **6. Minute 250/26 – West Sussex County Council**

Much micro-surfacing of some of North Lane and some of Sea Road has taken place, with lots of dissatisfaction being expressed on Facebook. A WSCC Highways officer attended on 29<sup>th</sup> April to see for himself.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

The Clerk had nothing to add to the above report but was willing to answer questions. None were asked.

Cllr Mathias noted a typographical error which has been corrected before addition to these Minutes.

#### **313/26 FINANCIAL MATTERS**

The Accounts for April 2026 had been distributed to Members in advance of the meeting.

- 2104** The council **RESOLVED** unanimously to approve the Outstanding Purchase Orders report for 2025/26, value £4,237.80 (exc. VAT).
- 2105** The council **RESOLVED** unanimously to approve the Regular Monthly Payments reports for April 2026 totalling £946.48 (inc. VAT).
- 2106** The council **RESOLVED** unanimously to approve the Supplier BACS Invoices Paid reports for April 2026 totalling £32,762.04 (inc. VAT).
- 2107** The council **RESOLVED** unanimously to approve the List of Sales Receipts & Bank Receipts by Bank report for financial year to date totalling £165,304.51 (inc. VAT) for April 2026.

The income for the financial year to date was £165,304.51.

The council NOTED the Bank Reconciliations to 14<sup>th</sup> April 2026.

The council NOTED the Budget Summary for 2026/27 to date including earmarked reserves.

Cllr Toney thanked the council's bookkeeper, Adrian Vyse, for preparing the above reports.

The council NOTED the following reports which had been circulated in advance of the meeting:

## Committees

Since the last Full Council meeting the following committees have met: Major Events, Personnel and Planning & Licensing. Draft Minutes have been circulated to all councillors, except for the Personnel Committee Minutes which have been circulated only to committee members.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## Amenities Committee

Cllr Wilkinson is chairman of this committee.

The committee did not meet in April.

**Warren Recreation Ground tennis court** – Following further reports from neighbours regarding the misuse of the tennis court, at its May meeting the committee will be discussing ideas for changes which could be made to the court's gate to prevent unauthorised access resulting in misuse of the court.

**Village Hall** –To comply with fire regulations, the Village Hall has installed external exit ramps from the Miller Barn and Warren Room. The children's playground was closed whilst the work took place. Some minor alterations will be made to the ramp leading into the children's playground to prevent children gaining access underneath the ramp.

**North Lane Bus Shelter** – Following a long delay, WSCC Volunteers has confirmed it will begin work in July 2026 installing the replacement shelter. Unfortunately the project's supervisor has been unable to source the appropriate materials required to build a composite shelter as originally planned, therefore the committee has opted for a wooden alternative. Wherever possible the volunteers will be using reclaimed timber. The shelter will be positioned on the existing concrete base.

**Sea Road Toilets** - The committee has submitted an application to the 2026 Loo of the Year Awards. The unannounced inspection visit usually takes place sometime between August and September. The results are announced at the end of October along with a summary report with star grading. One of the two annual deeps cleans took place on 13<sup>th</sup> April.

The committee's next meeting remains scheduled for 18<sup>th</sup> May 2026.

Dawn Reid – **Assistant Clerk to the Council**

6<sup>th</sup> May 2026

## Audit & Governance Committee

Cllr Mathias is chairman of this committee.

The committee did not meet in April.

## **Community Engagement Committee**

Cllr Linton is the chairman of this committee.

The committee did not meet in April.

Some updates:

**Newsletter No. 78, Spring 2026** – this went to print on 5<sup>th</sup> May. Thanks to everyone who contributed to a slightly shorter newsletter than of late, six pages rather than eight.

The committee's next meeting will be on 8<sup>th</sup> June.

Simon Cross – Clerk to the Council

6<sup>th</sup> May 2026

## **Finance & General Purposes Committee**

Cllr McElroy is the chairman of this committee.

The committee did not meet in April.

The committee's next meeting is scheduled for 12<sup>th</sup> May. One of its main items for that evening will be consideration of the applications received for this year's Grant Aid.

Simon Cross – Clerk to the Council

6<sup>th</sup> May 2026

## **Major Events Committee**

Cllr Linton is Chairman of the committee.

The committee met on 20<sup>th</sup> April.

**Funday Sunday, 19<sup>th</sup> April** – the committee reviewed another successful event. A few minor tweaks have been suggested and these will be considered before any future Funday Sunday events. Feedback was positive, one Rustington resident telling most of the council representatives present it was the best £10 he had ever spent.

**East Preston Food & Drink Festival, 29<sup>th</sup> August** – all is on-track for this event.

**Autumn Bingo, 4<sup>th</sup> October** – likewise, all is on-track for this evening which will take place at East Preston Junior School.

**Remembrance Sunday, 9<sup>th</sup> November** – the council is awaiting further information from the Royal British Legion before it can organise the road closures.

**East Preston Christmas Celebrations, 21<sup>st</sup> November** – the reformatted event will take place only at the Village Hall. I have spoken to East Preston Library about it running a Father Christmas Storytime event on a different date and the response was very positive although we have no details as yet. The council can make its grotto (shed) available to the library if it wants.

**Terrorism (Protection of Premises) Act 2025** – Cllr McElroy continues to review the government-issued paperwork for this legislation so the council can be aware how it will impact upon its events.

**End-of-term party** – the committee agreed the council’s end-of-term party would be held on 2<sup>nd</sup> April 2027 at East Preston Infant School again.

The committee’s next meeting is scheduled for 22<sup>nd</sup> June.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## **Personnel Committee**

Cllr Duff is the chairman of this committee.

The committee did not meet in April.

**Work experience** – the council will be hosting a work experience student during the week beginning 1<sup>st</sup> June. If possible, the schedule for committee chairmen meeting with the student to explain their committee’s role within the council is as follows:

01/06: Cllr Gunston and Adrian to talk council finance and audit matters;

02/06: Cllr Linton to talk Community Engagement and Major Events;

03/06: Cllr Bradshaw to talk Planning & Licensing; Cllr Duff to talk Personnel;

04/06: Cllr Wilkinson and/or Dawn to Amenities.

**Committee meetings** – just a reminder the majority of parish council committee meetings will return to the Council Office with immediate effect. Please check agendas carefully though as Amenities Committee meetings and some Planning & Licensing Committee meetings will continue to take place at the school.

The committee’s next meeting is scheduled for 20<sup>th</sup> July.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## **Planning & Licensing Committee**

Cllr Bowman is chairman of the committee.

The committee met on 14<sup>th</sup> April.

On the 14<sup>th</sup> April, the committee considered one planning application and one licensing application. The committee agreed unanimously not to object to the planning application. The committee also agreed unanimously to raise objections to the licensing application on the grounds of prevention of public nuisance.

The steering group for the revised East Preston Neighbourhood Plan met on 29<sup>th</sup> April and drafted a response to comments raised by the independent examiner. None of the comments made by the examiner were felt to be seriously concerning.

On 30<sup>th</sup> April, Cllr Bowman met with a resident to Fairlands to discuss proposed amendments at the front of the property.

Simon Cross – **Clerk to the Council**

30<sup>th</sup> April 2026

Community Engagement – Cllr Linton proposed the council enter a team for the *Go Wild Quiz* at East Preston Junior School on 11<sup>th</sup> June. Cllr Linton said she would circulate more details in due course.

Planning & Licensing – Cllr Bowman reported the East Preston Neighbourhood Plan Steering Group had met and considered its responses to comments made by the independent examiner. These responses would be submitted to the examiner soon.

The committee meeting scheduled for 18<sup>th</sup> May was no longer required.

There were no updates from the council’s other committees.

### 315/26 REPORTS FROM PARISH COUNCIL WORKING PARTIES

The following reports had been circulated in advance of the meeting:

## Working Parties

None of the council’s working parties met in April.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## 20mph Working Party

Cllr Wilkinson has stepped down as the chairman of this working party.

Unless more new members can be found for this working party, it will cease to exist, see Agenda Item 16a below.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## Devolution and Local Government Reorganisation (Devo WP)

Cllr Gunston is chairman of this working party which is currently dormant.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## **Flat and Frontage Working Party (FFWP)**

Cllr Wilkinson has stepped down as the chairman of this working party.

No updates from this working party explicitly.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

## **Leases Working Party (LWP)**

Cllr Wilkinson has stepped down as the chairman of this working party.

On 21<sup>st</sup> April, our negotiator forwarded to us the latest correspondence from the club's negotiator. I replied this will be considered at the Finance & General Purposes Committee meeting scheduled for 12<sup>th</sup> May.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

Cllr Wilkinson advised the meeting he was standing down as chairman of the 20mph, Flat & Frontage and Leases working parties.

The Clerk reminded the meeting the 20mph working party would be disbanded at the June monthly meeting if no other councillors came forward to stand as part of the working party.

### **316/26 SUSSEX POLICE**

The following reports had been circulated in advance of the meeting:

## **Sussex Police**

**Council is asked to note a brief annual report received from Sussex Police.**

The village crime report statistics for 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026 would appear to be:

- Anti-social behaviour – 142
- Criminal damage – 32
- Other – 339
- Theft – 35
- Drugs - 1

These figures have been provided by PCSO Rijo Raju of the Neighbourhood Policing Team.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

Following receipt of the report, the Clerk had asked PCSO Raj to confirm the report was only for East Preston and to give some explanation of what crime reports were covered by Other. He had received this response from PCSO Raj, "This was only East Preston and others section include domestic, road related incidents, neighbour disputes, hoax calls, vulnerable people reports etc."

Whilst council was pleased to have received a report at all, the general feeling was the report could easily be better. Cllr Hill went so far as to say better information was available on social media, albeit not always 100% reliable. Cllrs Bowman and Gunston said the report lacked context both within itself and in comparison to neighbouring villages. Cllr Bowman suggested PCSO Raj or his sergeant could be asked to provide a 200-word report for publication in a future parish council newsletter.

Cllr Duff said it was good to read police had been spotted out and about in the village.

### 317/26 CLERK'S REPORT

The council NOTED the following report which had been circulated in advance of the meeting:

## Clerk's Report

1. **Introduction**
2. **Police matters**
3. **Anti-social behaviour matters**
4. **Freedom of Information / Data Protection requests**
5. **Community Speedwatch (CSW), 13<sup>th</sup> April**
6. **Nationwide Allotment Society Council Survey**
7. **Celebration of the life of Andy Billups, 1<sup>st</sup> May**
8. **Social media**
9. **MailChimp stats**
10. **A selection of things we have been asked since the last meeting**
11. **Recent bouquets and complaints**
12. **Leave**
13. **May meetings and events**

### 1. Introduction

This is the report mainly covering April 2026 and matters which may not arise elsewhere on the agenda.

### 2. Police matters

Purely by coincidence, PCSO Raj happened to visit the Warren Recreation Ground at a time when some youths were climbing over the roof of the cricket pavilion. When I next saw Raj, he confirmed his visit had been in a response to a council request to visit the rec more frequently.

On the day the council met with the cricket club at the cricket pavilion, 27<sup>th</sup> April, PCSO Raj and his colleague Kim again happened to visit the Warren Recreation Ground. No bad or anti-social behaviour was in progress and PCSO Raj reassured Cllr Linton he knew the parents of most of the group he had previously found on the roof of the pavilion.

### 3. Anti-social behaviour (ASB) matters

No developments in anti-social behaviour matters in the village previously reported to ADC anti-social behaviour team.

#### 4. **Freedom of Information (FoI) / Data Protection requests**

No new requests received in April.

#### 5. **Community Speedwatch (CSW), 13<sup>th</sup> April**

Danny Reginiano and I were outside the Village Hall for the hour from 09:00. In that hour, there were 210 vehicle movements past us, and we recorded one car travelling above the threshold. This has been reported to Sussex Police through the correct CSW portal.

It was an odd morning. Rather than being equally spread out across the hour, the traffic was very much in bursts; traffic which may have travelled at a higher speed was often stuck behind slower traffic.

#### 6. **Nationwide Allotment Society Council Survey**

On 28<sup>th</sup> April, I completed the above survey on behalf of the council. It was a very high-level survey, the first since 1996 to try and establish the number of allotment sites in the country. It was based on facts rather than opinion and I completed as much as I could.

#### 7. **Celebration of the life of Andy Billups, 1<sup>st</sup> May**

Cllr Toney and I attended this event, on behalf of the council. The event was held at the Charmandean Centre and was probably attended by about 200 people. Apart from people there independently, other East Preston representation came from East Preston Junior School and East Preston Yarnbombers. The eulogies, both humorous and sad, all underlined what a very special man this former resident of East Preston was. It was a honour to have been able to attend.

#### 8. **Social Media**

Only one of the council's Facebook posts reached more than 500 people in the past month:

- Post advising of WSCC Highways works to start on 23<sup>rd</sup> April – 2,637 people

(posts up to and including 5<sup>th</sup> May)

The number of Followers is currently 2,018, an increase of 11 on the last report.

#### 9. **MailChimp stats**

Since the last papers were issued, the council has sent out the following email to local residents on the council's main e-mailing list:

Parish Council news – 9<sup>th</sup> April – sent to 961 subscribers, opened by 721 (75%)

Parish Council news – 17<sup>th</sup> April – sent to 963, opened by 714 (74.1%)

Parish Council news – 22<sup>nd</sup> April – sent to 962, opened by 706 (73.4%)

Parish Council news – 1<sup>st</sup> May – sent to 963, opened by 668 (69.4%)

#### 10. **Things we have been asked since the last meeting**

“Someone has malicely (sic) turn on the water to my home. Can you get someone to

This was a handwritten letter sent through the post, addressed to West Sussex Council, East Preston / Rustington / Offices, Rustington – despite that, it ended

make a check from council or reset to what is likely to have happened and give me an estimate of cost to repair?"

up on my desk. I contacted Southern Water who said the author should contact Southern Water direct. I wrote a reply, which I was going to post, but to expedite delivery, I walked the letter round in person. Behind the glass panel below the author's letterbox, lots and lots of junk mail. If the author is not out and about, someone must be visiting for the initial letter to have been posted.

"With reference to the recent announcement about the availability of soil conditioner at all recycling centres, do residents have to pre-book collection slots (as they do if they want to recycle rubbish) and if so will such visits count towards the number of visits they can make within a given period?"

I contacted a WSCC friendly expert, who replied, "In answer to your question, yes, residents do need to book a slot beforehand, and yes it counts towards the total number of visits per month. We need to manage traffic on site, and would encourage residents to book their usual slot to take items to the Recycling Centre, and grab Revive soil conditioner at same time, if needed. Please see our website link [Revive soil conditioner compost - West Sussex County Council](#)."

"I have recently learned that I was born on the same day and date as Des Lynam. I understand that he lives in your Parish and would be grateful if there is any way (if you can?) to let him know how delighted I was to learn of this information."

I advised the author Des lives, or lived, in Kingston and suggested he contact my Kingston counterpart.

"What's happening with [nn] Sea Lane, it looks derelict?"

The property is fully lived-in and the occupants can be seen out and about in the village most days.

## 11. Recent bouquets and complaints

(In addition to anything reported above)

From two residents of Hazelmead Drive following *Funday Sunday*, "To all relevant East Preston Parish Council Councillors and Staff. Well done. Yet another very successful Funday Sunday. Kit Bradshaw was excellent. Many thanks."

From the resident who asked about Revive, see above, "Thank you for going the extra mile, Simon."

From two residents of The Nookery, to whom I sent a couple of *Funday Sunday* photographs, "Thank you for the dancing photos, a nice reminder of a lovely afternoon. You and the team did a fantastic job, we thoroughly enjoyed the delicious tea and Kit's performance. Great choice of tunes! Hope you have had good feedback."

From a resident of Manor Road, in response to the e-newsletter published on 22<sup>nd</sup> April, "Thank you for your very interesting email!"

From a resident of Orchard Road, following *Funday Sunday*, "Wasn't Sunday marvellous. With my bad knee, I shouldn't have danced so much, but I didn't care. I was having so much fun."

From the man with the same birthday as Des Lynam, "Thank you for your quick reply and the information. I will, as you suggested, contact Val Knight to see if she can help. Once again many thanks."

From a resident of Fairlands who met with Cllr Bowman in her role as Chairman of the Planning & Licensing Committee, "Thank you so much for arranging the meeting. Christine is lovely and was ever so helpful."

## 12. Leave

Caspar was off on the 6<sup>th</sup> and has booked 14<sup>th</sup> and 15<sup>th</sup> off too; Alison is off on 26<sup>th</sup> to 28<sup>th</sup>. I will be starting late on 21<sup>st</sup>.

### 13. May Meetings and Events

This list may be incomplete and is subject to change. Where committee meetings fall on the same day, the timings of these meetings may also be subject to change.

- 9<sup>th</sup> East Preston Repair Café (10:00, East Preston Infant School)
- 11<sup>th</sup> Annual Full Council (18:00, East Preston Infant School)  
Annual Parish Meeting (19:00, East Preston Infant School)
- 12<sup>th</sup> Arun District Association of Local Councils (17:00, Arundel) (apologies given)  
Planning & Licensing Committee (18:00, Council Office)  
Finance & General Purposes Committee (19:00, Council Office)
- 18<sup>th</sup> Planning & Licensing Committee (18:00, Council Office) (tbc)  
Amenities Committee (19:00, East Preston Infant School)
- 21<sup>st</sup> Alison Griffiths MP Zachary Merton Hospital public meeting (18:00)

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

No questions were asked. Cllrs McElroy and Linton noted one typographical error which has subsequently been corrected.

### 318/26 COMMITTEE MEMBERSHIP FOR 2026/27

The following paper was circulated in advance of the meeting:

## Committees for 2026/27

Each year, council reviews the membership of its committees, giving councillors the opportunity to use their skills on different committees. In January 2013, council “**RESOLVED** that with effect from May 2013, in order to effect greater rotation of councillors between committees, the Chairman of the Council and the incumbent chairmen of the Committees will have a greater say in which councillors sit on which committees; this understanding to be in place until at least the end of the current municipal term, i.e. May 2015.” (Minute 013/13, Resolution 0635) There has, to date, been no move to revoke this policy.

All councillors were sent a form in April.

Where changes were proposed, the Chairman of the Council and the incumbent Chairman of the relevant committee have agreed them. **Please check the table below and let me know if I have made any mistakes.**

Amenities	Bowman, Bradshaw, Gale, McElroy, Toney, Wilkinson	
Audit & Governance	see note below	to be confirmed
Comm. Engagement	Chapman, Duff, Hill, Linton, Moore, Toney	one vacancy
Finance & GP	Gunston, Mathias, McElroy, Toney, Wilkinson	one vacancy
Major Events	Bowman, Chapman, Duff, Linton, McElroy, Toney	one vacancy
Personnel	Duff, Gale, Gunston, Linton, Toney	
Plan. & Licensing	Bowman, Bradshaw, Linton, Mathias, Moore, Toney, Wilkinson	

**Council is asked to agree the committee membership as noted above.**

At the April 2018 meeting, it was resolved the Chairmen of the above committees should automatically be members of the Audit & Governance Committee. Therefore, membership of that

committee will be finalised as soon as each of the other committees has met and elected a Chairman. Should they not be eligible as the chairman of any of the committees, the following councillors have expressed their willingness to sit on the Audit & Governance Committee if there is space, Cllrs Bowman, Duff, Mathias, McElroy, Toney and Wilkinson.

As Chairman and Vice-Chairman of the Council (likely to be) elected tonight, Cllrs Toney and Linton will automatically be members of the Personnel Committee and they are also entitled to attend and vote at meetings of the other committees. The above permits all committees to function within their Terms of Reference.

As you will note, three committees have a single vacancy. If you would like to fill any of those vacancies, please let me know.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

Councillors confirmed the Clerk’s table was correct.

**2108** The council **RESOLVED** unanimously to agree the committee membership for 2026/27.

The Chairman encouraged councillors to consider the vacancies on committees and to let the Clerk know if there were vacancies they were willing to fill.

The Clerk would keep councillors up-to-date with the populating of the Audit & Governance Committee as councillors took on the role of committee chairmen.

**319/26 WORKING PARTY MEMBERSHIP FOR 2026/27**

The following paper was circulated in advance of the meeting:

**Working parties for 2026/27**

Each year, council reviews the membership of its working parties, giving councillors the opportunity to use their skills on different working parties. The only restriction on numbers for a working party is it must have at least three councillors aboard, there is no maximum number.

All councillors were sent a form in April.

**Please let me know if I have made any mistakes in the table below.**

**Council is asked to agree the working party memberships as noted below:**

20MPH	Toney
Devolution and Local Government Restructuring	Gunston, Linton, Toney
Flat and Frontage	Gale, Linton, McElroy, Moore, Toney
Leases	Gunston, Mathias, Moore, Toney

As Chairman and Vice-Chairman of the Council (likely to be) elected tonight, Cllrs Toney and Linton are entitled to attend and vote at meetings of the council’s working parties. The above permits all working parties to function within their Terms of Reference with the exception of the 20MPH Working Party which has one month for other councillors to come forward or else it will be automatically disbanded, as per Standing Order 28e, “When there are fewer than three active councillors on a working party, that working party will have a month’s grace to bring the number back up to three, If after that month there are not three active councillors, this working part will automatically be disbanded.”

The Chairman confirmed all councillors were happy with the working parties shown in the report.

**2109** The council **RESOLVED** unanimously to agree the working party membership for 2026/27.

**320/26 FREEDOM OF INFORMATION PANEL MEMBERSHIP FOR 2026/27**

The following paper was circulated in advance of the meeting:

**Freedom of Information Panel**

The council has a Freedom of Information Panel to consider Freedom of Information requests received from the public. The following councillors have expressed their willingness to be part of the panel.

**Council is asked to agree the panel's membership for the coming year as Cllrs Bradshaw, Duff, Linton, Mathias, Toney and Wilkinson.**

**2110** The council **RESOLVED** unanimously to agree the Freedom of Information Panel membership for 2026/27 as Cllrs Bradshaw, Duff, Linton, Mathias, Toney and Wilkinson.

**321/26 REPRESENTATIVE TO THE EAST PRESTON & KINGSTON VILLAGE HALL FOUNDATION COMMITTEE FOR 2026/27**

The following paper was circulated in advance of the meeting:

**East Preston & Kingston Village Hall Foundation**

The council can have a member sit on the committee of the East Preston & Kingston Village Hall Foundation.

Cllr Bowman has stood down from this role she has held since 2018. At the last council meeting, Cllr Chapman volunteered for this role. Would anyone like to stand as official substitute should there be any meetings Cllr Chapman could not attend?

As Chairman of the Council, Cllr Toney can automatically attend any meetings between the council and the Village Hall Foundation.

**Council is asked to agree Cllr Chapman is the council's representative to the East Preston & Kingston Village Hall Foundation.**

Cllr Gunston volunteered to be a substitute should Cllr Chapman be unable to attend any of the committee's meetings.

**2111** The council **RESOLVED** unanimously Cllr Chapman was to be the council's representative to the East Preston & Kingston Village Hall Foundation for 2026/27, with Cllr Gunston as official substitute.

**322/26 REPRESENTATIVE TO THE EAST PRESTON YOUTH CLUB FOR 2026/27**

The following paper was circulated in advance of the meeting:

## **East Preston Youth Club**

As Cllr Chapman is the current Chairman of the Youth Club Committee, **Council is asked to agree Cllr Chapman remains the council's representative to the East Preston Youth Club.**

This role has changed in recent years and, in the lack of a youth facility in the village or even maybe much call for one, the role is more about looking after the bank account and working with neighbouring councils on some revised form of youth offering across Angmering, East Preston and Rustington.

Other councillors wishing to be involved in youth initiatives should discuss this with Cllr Chapman. Cllrs Duff and Toney have expressed an interest in working with young people.

Simon Cross – **Clerk to the Council**

6<sup>th</sup> May 2026

- 2112** The council **RESOLVED** unanimously Cllr Chapman was to be the council's representative to the East Preston Youth Club for 2025/26.
- 2113** The council **RESOLVED** unanimously Cllrs Duff and Toney could also be part of the council's youth team.

### **323/26 NEW ITEMS FOR THE NEXT MEETING (1<sup>ST</sup> JUNE 2026)**

Nothing was suggested.

The meeting ended at 18:21.

Chairman: **Cllr Steve Toney**

Date: **1<sup>st</sup> June 2026**

END