

MONTHLY MEETING OF THE COUNCIL

**5TH OCTOBER 2026
at 19:00**

SUPPORTING PAPERS

Please note not every Agenda Item will have a supporting paper.

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Agenda Item 6

Minutes of the Full Council meeting, 7th September 2026

The draft Minutes were circulated to all councillors on 8th September, asking for suggested amendments by 15th September. None were received.

Simon Cross – **Clerk to the Council**

21st September 2026

Agenda Item 7

Monthly Update Report

1. **Introduction**
2. **Minutes 395/26 to 397/26 – Annual Governance and Accountability Return**
3. **Minute 603/26 – public session**
4. **Minute 703/26 – West Sussex County Council, Emergency Community Hubs**
5. **Minute 707/26 – West Sussex County Council – Royal British Legion**
6. **Minute 714/26 – Reports from parish council committees**
7. **Minute 715/26 – East Preston Community Boardwalk**
8. **Minute 716/26 – Major Events Committee – event security equipment**

1. Introduction

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 7th September 2026.

2. Minutes 395/26 to 397/26 – Annual Governance and Accountability Return

Within half an hour of me sending out the paperwork for the September meeting, we received notice the external auditor had concluded this year's annual audit. I circulated the auditor's report electronically but it will need to be formally noted during this meeting. I also circulated the report to our internal auditor.

I published the notice of the conclusion of the annual audit on the council's website and in the Council Office window on Friday, 4th September.

3. Minute 603/26 – public session

Following the publication of the August meeting's Minutes, the council received the following email from the Warren Recreation Ground Safety Group:

Dear Simon and Councillors,

Thank you for publishing the minutes following their approval at the Council meeting on 8 September.

Having now read Minute 603/26, we are concerned that, although my statement has been reproduced in full, the minute does not record what occurred immediately afterwards.

As the statement itself records, I specifically asked:

“What action does the Council intend to take to protect users of Oakley Gardens, public highway, public footpaths and private properties along that southern border?”

I concluded by saying:

“As another match is due to take place this Saturday, I would be grateful if this question could be answered this evening.”

Following my statement, Cllr Toney asked the Council for a response. No substantive response was forthcoming.

Cllr Toney then asked me to provide a copy of my statement and indicated that he would come back to me. I subsequently supplied the statement as requested, but to date I have received no response.

Before the matter concluded, I again asked whether my questions regarding safety could please be answered and what action would be taken for the forthcoming match. Again, no substantive answer was given. The only information provided was that Cllr Linton would attend part of the match.

None of this appears in Minute 603/26. Instead, immediately after reproducing my statement, the minute moves directly to the next question raised during the Public Session.

We fully appreciate that Council minutes are not intended to be a verbatim transcript. However, we believe these omissions are material. The minute records in full a public-safety question expressly requiring an answer that evening, but does not record that the Chair asked the Council to respond, that no substantive response was given, that I repeated my request for an answer, or that Cllr Toney indicated that he would come back to me.

We believe this gives an incomplete account of how the Council dealt with the safety question raised.

Subsequent incident

The importance of receiving a substantive response is reinforced by what has happened subsequently.

At a match approximately two weeks later following the meeting at which this statement was made, balls continued to leave the ground into the Two Acres area. On one occasion, all three WRGSG representatives present witnessed a ball enter the front garden of a residential property, narrowly missing a parked vehicle.

Approximately five minutes later, a lady pushing a pram walked past that same location.

We are not suggesting that this was itself a near miss involving the lady and her child, as they were not present when the ball landed. However, it clearly illustrates that this is an area regularly used by residents and members of the public and why the potential consequences of an uncontrolled cricket ball leaving the ground remain a serious concern.

We mention this because it demonstrates that the specific safety risk about which the Council was asked to respond was continuing and foreseeable, rather than hypothetical.

Correction of Minute 603/26

Could the Council please confirm:

1. how it proposes to correct or formally record the omissions from Minute 603/26 now that the minutes have been approved;
2. whether the Council accepts that Cllr Toney asked Members for a response following my statement and that no substantive response was given;
3. whether this correspondence will be retained with the Council's official records relating to Minute 603/26; and
4. when we can expect the response which Cllr Toney indicated would be provided;

For the avoidance of doubt, we are not asking for a verbatim account of the discussion. We are simply asking that the official record fairly reflects the material manner in which a specific and continuing public-safety question was dealt with by the Council.

It seems particularly important that the record is clear because Minute 603/26 itself records that these safety questions remained unanswered and that I expressly requested an answer that evening.

The subsequent incident also demonstrates why these questions cannot simply remain unanswered. Balls continue to leave Warren Recreation Ground and enter areas used by residents and members of the public.

We would therefore be grateful if the Council would now provide the substantive answer to the safety question recorded in Minute 603/26:

What action does the Council intend to take to protect users of Oakley Gardens, the public highway, public footpaths and private properties along the southern boundary?

We look forward to receiving the Council's response.

Kind regards,

Warren Recreation Ground Safety Group

I copy this here for completeness. The East Preston Cricket Club Cricket Ball Strike Assessment report, produced by Labosport, recommends the netting on the southern boundary be increased to 3m for its length of 88m. I believe this to be an increase in height of 1m. I understand the cricket club has been in touch with Angmering-on-Sea Lawn Tennis Club to discuss repurposing redundant tennis nets to increase the height of the netting along the southern boundary of the Warren Recreation Ground.

4. Minute 703/26 – West Sussex County Council, Emergency Community Hubs

I circulated Hope Blandamer's presentation slides to all councillors on the morning after the meeting.

At its meeting on 21st September, the Community Engagement Committee agreed to set up *What If?* training for the council. This will take place sometime in the new year.

5. Minute 707/26 – West Sussex County Council – Royal British Legion

Sally Ward came to the Council Office on 16th September and together we submitted the request for extending the parking restrictions outside the Royal British Legion building. In the application, we stressed these restrictions would benefit the whole community as they would improve visibility as this crossing point for drivers, pedestrians and cyclists alike.

WSSC officer, Oliver King, has opened conversation with Sally.

6. Minute 714/26 – Reports from parish council committees

The WSSC bollards at the southern end of Sea Road were replaced on 23rd September.

7. Minute 715/26 – East Preston Community Boardwalk

The council's insurance company confirmed the boardwalk was now part of its insurance policy on 15th September. This does not cover storm or flood cover.

8. Minute 716/26 – Major Events Committee – event security equipment

The council has taken delivery of metal event barriers, metal fencing pins and cones as described in the supporting paper including within this minute.

Simon Cross – **Clerk to the Council**

25th September 2026

Agenda Item 9

Committees

Since the September Full Council meeting the following committees have met: Community Engagement and Planning & Licensing. Draft Minutes have been circulated to all councillors.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 9a

Amenities Committee

Cllr McElroy is chairman of this committee.

The committee did not meet in September.

Tennis Courts – The extension to the tennis court fencing has been completed. Extension poles have been added to the height of the existing fencing, with strong wire threaded through. It is hoped this will prevent the issues with unwanted access.



Sea Road Bollards – The four replacement bollards at the end of Sea Road have been installed. The new bollards are fixed cast iron bollards with reflective banding and display the Parish Council logo.



Village Green bench – A new composite memorial bench has been installed at the north eastern side of the village green. The bench has replaced one of the older council owned wooden benches. All previous benches have been supplied made-up but this was, unexpectedly, supplied flat-pack. I checked the company's website which, at the time, did not mention this and I challenged the company. The response was pretty much that's how it is now. We have other suppliers so may have to park this particular supplier for the time being.

The committee's next meeting remains scheduled for 9th November 2026.

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

22nd September 2026

Agenda Item 9b

Audit & Governance Committee

Cllr Mathias is chairman of this committee.

The committee did not meet in September.

The council received external auditor sign-off just after the paperwork for the September council meeting had been circulated. This will be noted by council later in this meeting.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 9c

Community Engagement Committee

The committee met on 21st September.

Some of the matters discussed were:

Beach Cleans 2027 – the committee set dates of 4th April and 26th September. KEPT has asked the time not be set yet as a beach clean may be more effective at low tide.

Sussex 1550 – the council has been asked to consider celebrated the 1550th anniversary of the birth of Sussex on next year's Sussex Day, 16th June. The committee is concerned the anniversary is very close to the Festival Week, 2027, and the committee agreed to wait to see what neighbouring councils may offer.

Christmas lighting – the committee considered two quotations received solely for the infrastructure to provide additional Christmas lighting in the northern shopping area. The quotations were too high for consideration from this year's budget but would be considered as part of next year's budget.

Hearing impairment – Cllr Hill is hopeful a meeting of those originally interested can be held at the end of October. The meeting room at East Preston Infant School has been booked as the venue with probably the best acoustics.

East Preston sports clubs – the meeting scheduled for the evening of 28th September was cancelled due to unforeseen circumstances.

Queen Elizabeth II Platinum Jubilee Clock – the committee began to consider whether the clock should be stress-tested in the same way lampposts are before they have Christmas motifs attached. The committee asked me to find out from Rustington whether it stress-tested its public clock.

Warm Welcome Space 2027 – the committee agreed to run sessions on Mondays in January, February and March. Verbal confirmation had been received from the Royal British Legion; I have asked for written confirmation.

The committee's next meeting will be on 16th November.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 9d

Finance & General Purposes Committee

Cllr McElroy is the chairman of this committee.

The committee did not meet in September.

Adrian has started work on preparing a budget for 2027/28. Each committee will have input to its own budget.

The committee's next meeting is scheduled for 19th November.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 9e

Flat & Frontage Committee

Cllr Toney is the chairman of the committee.

The committee did not meet in September but is looking to meet in October.

Work to replace most of the windows is due to start on Monday, 5th October.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 9f

Major Events Committee

Cllr Linton is the chairman of the committee.

The committee did not meet in September.

The only updates for this meeting are:

Bingo afternoon, 4th October – at the time of writing this event simply is not selling. Cllr Duff and I will have a go / no-go call on the morning of 30th September.

Major Events catering – because of timescales, on behalf of this committee, the Community Engagement Committee agreed a preferred caterer for the end-of-term party scheduled for early April 2027 – an event which allows the council to thank local residents and organisations which have helped it through this term.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 9g

Personnel Committee

Cllr Duff is the chairman of the committee.

The committee did not meet in September.

Advertising has started for a new Clerk. An article on the proposed staffing changes will be published in the Autumn 2026 Newsletter.

The committee's next meeting is scheduled for 12th October.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 9h

Planning & Licensing Committee

The committee met on 14th and 28th September.

On 14th September, the committee considered three applications, one of which it deferred to the meeting on 28th requiring further information. No objections were raised against the other two applications.

Four applications were considered on 28th September, one of which had been deferred from the meeting as above. The three new applications attracted no objections from the committee. The committee felt there was still insufficient information on aspects of the fourth, deferred application and agreed to ask ADC for an extension to the closing date for comments.

An hour and a half before the meeting on the 28th, ADC had come back with a few further suggestions for the draft revised East Preston Neighbourhood Plan. These will be considered and/or implemented in due course.

The committee's next meeting is scheduled for 12th October.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 10a

Warren Recreation Ground - cricket

Council is asked to consider the short-term future of the playing of cricket at the Warren Recreation Ground.

At the recent Warren Recreation Ground Annual General Meeting (see below), councillors heard from representatives of both the Warren Recreation Ground Safety Group and East Preston Cricket Club.

East Preston Cricket Club has launched its fundraising campaign which is looking to raise £80,000. I believe a leaflet has been hand-delivered to every property in the village promoting the campaign.

Cllrs Toney, Linton and Hill met with representatives of the cricket club ahead of the Warren Rec AGM. The councillors expressed their concern ten balls had landed outside the ground despite the introduction of the local dot ball rule. The councillors accepted no balls had landed in the gardens of adjacent properties but felt still too many balls were landing outside the ground.

Council needs to look at the fundraising task ahead of the club and whether the council can or should grant the club a licence to play cricket on the Warren Recreation Ground in the 2027 season.

The licence to play, first agreed in 2008 and reviewed and revised in 2018, includes the following at Clause 5: This Agreement recognises that the primary responsibility for preventing injury to persons and/or damage to property arising from the playing of cricket by the members, guests and invitees of the Club rests with the Club. The Club must take all reasonable steps to prevent such injury to persons and/or damage to property to the reasonable satisfaction of the Council in its role as a Parish Council and as Trustees of the Warren Recreation Ground, Charity Number 283037.

If the decision is not to grant a licence for 2027, council may want to add a caveat along the lines of "unless [agreed] increased safety measures have been implemented."

I have spoken to some councillors who believe the short-term pain of not playing for a season (or however long it takes to raise the money and implement the increased safety measures) would result in the long-term gain of being able to play cricket more safely for the benefit of everyone.

At its meeting with the cricket club, the council asked the club to come up with a near-definitive design which can then be put to the village for its support. A meeting has been arranged for 6th October, but a decision on granting a licence for 2027, with or without a caveat, should not be deferred any further. All parties need some clarity on this matter.

A decision tonight will enable the council to issue a statement in the Autumn 2026 Newsletter which is due to go to print mid-October.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 10b

Warren Recreation Ground (charity no. 283037)

Council is asked to note the draft Minutes of the charity's Annual General Meeting held on 14th September.

These can be found at Appendix A below.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 11a

Annual Governance and Accountability Return for year-ending 31st March 2026

Council is asked to note the Annual Internal Audit Report 2025/26 page of the Annual Governance and Accountability Return for the year-ending 31st March 2026.

Cllr Mathias to introduce this item.

The External Auditor's report was received on 2nd September and immediately circulated electronically to all councillors.

"Except for the matters reported below, on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with the Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

"In completing Section 2 – Accounting Statements on a receipts and payments basis and due to the council not operating a separate bank account for the Warren Recreation Ground (Charity No. 283037), the council has included transactions and/or balances relating to the Ground within the boxes. However, by including these amounts the council has not complied with all of the regulations for the proper preparation of its accounts. As a result, the council should have provided a 'No' response to Assertions 1 & 9 of Section 1 – Annual Governance Statement.

"There are no other matters affecting our opinion which we draw to the attention of the authority."

Looking online at clerks' fora, it would appear the double negative wording on the Annual Return form has caught out others this year. As agreed at the Warren Rec AGM, this matter will be discussed with the council's new internal auditor when she visits in October, her first visit.

As per usual practice, the report will be considered fully by the Audit & Governance Committee at its next meeting, currently scheduled for 23rd November.

The *Notice of conclusion of the audit* was published on the council's website and in noticeboards on 4th September.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 12

Working Parties

Neither of the council's working parties met in September.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 12a

Devolution and Local Government Reorganisation (Devo WP)

The committee is currently dormant awaiting further central government news on whether or not local government reorganisation (LGR) will progress during this government's term in office.

As an aside, I recently spoke with a local resident who was working for Littlehampton Urban District Council at the time it was subsumed into Arun District Council in 1974. He said that particular local government reorganisation had been on the table since the mid-1950s.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 12b

Leases Working Party (LWP)

This working party is currently without a chairman.

In response to the letter the council sent to the chairman of East Preston & Kingston Bowls Club on 20th August, I have been promised a written response by the end of September, although it may only be a further holding response.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 13a

West Sussex County Council

Council is asked to receive a report from County Councillor Roger Elkins, the representative for East Preston & Ferring Ward.

Simon Cross – **Clerk to the Council**

28th September 2026

Agenda Item 14a

Arun District Council

Council is asked to receive a report from the district councillors representing East Preston and Kingston, Cllrs Philippa Bower, Ricky Bower and Paul Kelly.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 15

Sussex Police

Council is asked to note any report received from Sussex Police.

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 16

Clerk's Report

- 1. Introduction**
- 2. Police matters**
- 3. Anti-social behaviour matters**

4. **Freedom of Information / Data Protection requests**
5. **Meeting with East Preston Cricket Club, 8th September**
6. **Chestnut Tree House Hospice visit, 10th September**
7. **Baytree Community Lunch Club Annual General Meeting, 25th September**
8. **East Preston & Kingston Village Hall Foundation Extraordinary General Meeting, 25th September**
9. **Stagecoach South Customer Services bus visit, 29th September**
10. **Social media**
11. **MailChimp stats**
12. **A selection of things we have been asked since the last meeting**
13. **Recent bouquets and complaints**
14. **Leave**
15. **October meetings and events**

1. **Introduction**

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

2. **Police matters**

Not necessarily a police matter, but someone slept on the Village Green on the night of 3rd/4th September. Not seen since.

Over the weekend of 5th/6th September, the bus shelter in Station Road was graffitied. This was reported to Sussex Police as criminal damage.

The council has been invited to attend a further Sussex Police & Crime Commissioner forum on 7th October. At present, Cllr Bowman and I will attend unless any other councillor desperately wishes to attend.

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

No updates on existing cases.

Possible new cases involving Lashmar Rec and a road in the north-eastern corner of the village.

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

One new request received in September. This was a request likely sent to most if not all town and parish councils across the country and was requesting information on how much each council had spent on devolution and local government reorganisation. I conferred with Cllr Gunston in his role as chairman of the Devolution and Local Government Reorganisation Working Party, and he agreed our reply should be £0.

5. **Meeting with East Preston Cricket Club, 8th September**

Together with Cllrs Toney, Linton and Hill, I attended a meeting with representatives of East Preston Cricket Club.

The club had ended the season at the bottom of Sussex Cricket League (SCL) Division 9 West, arguably because of the additional strictures of the local dot ball rule which had been introduced at the beginning of the season.

Looking to the future, the council asked the club to provide a proposed design to the next meeting between the two organisations, which would then go forward to the Amenities Committee and could then be publicised to the public.

There was some discussion about not playing cricket at the Warren Rec in 2027 and this appears elsewhere on the agenda for tonight's meeting. Other forms of cricket were suggested such as walking cricket and visually-impaired cricket.

The council and club are scheduled to meet next on 6th October.

6. Chestnut Tree House Hospice visit, 10th September

Cllrs Chapman and Linton and I accepted the offer to visit Chestnut Tree House as part of the hospice being this year's chairman's charity. Our tour was led by Alice Jalley, the same community fundraiser who addressed this year's Annual Parish Meeting back in May.

Our visit lasted about an hour and included both inside and outside areas. Cllr Chapman has prepared a longer report, located at Agenda Item 17a below.

The venue and, more importantly, the work done there is incredible and well worth any support anyone can offer it.

7. Baytree Community Lunch Club Annual General Meeting, 25th September

I was invited to attend this year's Annual General Meeting of the Baytree Community Lunch Club. The meeting was held in the Village Hall in the afternoon. About twenty of the club's regular attendees stayed for the meeting which was chaired by Carol Feasey.

Average attendance is 70 lunches each Friday with a further eight served to volunteers. Carol introduced all the volunteers some of whom are rarely seen at they are always busy in the kitchen.

During the year, the weekly fee was increased from £6 a head to £7. Of that, £6.50 goes to the chef, Julie and the other 50p goes to club funds to cover hire of the hall and suchlike. The club also organises outings and holidays, usually subsidising the cost by paying for the coach.

The club is financially healthy and has been able to contribute towards the costs of a new cooker at the Village Hall and a new plate-warmer. As councillors will know from the council's e-newsletter, the current Treasurer, Ian Hoskins, would like to stand down from the beginning of the new financial year and the council is getting the word out there is a vacancy for a replacement volunteer Treasurer.

Carol and Ian both appreciated the council being represented at the meeting.

8. East Preston & Kingston Village Hall Foundation Extraordinary General Meeting, 25th September

This meeting was open only to residents of East Preston and Kingston. As I fit into neither category, I was ineligible to attend, but I was able to stand in the car-park, adjacent to the open fire doors and listen in.

Cllrs Toney, Chapman, Duff, Gunston, Hill and Mathias attended in the audience; Cllrs Bowman and McElroy attended as members of the Village Hall Foundation committee.

Following the AGM in August, at which the existing committee was voted out, the agenda for the EGM was to elect a committee for the 2026/27 year. The first option was to re-elect the 2025/26 committee and 155 of the 176 present voted in favour of this. Cllr Mathias was used as an independent teller.

Any of the above councillors may have more they wish to add.

9. Stagecoach South Customer Services bus visit, 29th September

Having read about the new Stagecoach South Customer Services bus, I contacted Stagecoach South and asked if the bus could visit East Preston, thinking it would be sometime next year before it could. Wrong. We were able to book in a visit to the Village Green car-park for Tuesday, 29th September.

On the day, the bus was staffed by Rob Vince and Lee Bridle. Rob is a Business Development Manager and Lee is usually one of only four inspectors across West Sussex, Hampshire and Surrey.

The bus was scheduled to be here from 10:00 until 14:00, and indeed it was. I had closed the car-park just to ensure the bus would have enough room to manoeuvre on arrival. That was fine, the bigger problem was when the bus came to leave the car-park, negotiating the cars which were parked in Willowhayne Crescent, it being bigger than a Compass No. 12 bus.

I caught up with Rob and Lee at about 13:45. Rob said whilst they had not had the sort of footfall they would have had in a busy shopping precinct, they had a constant stream of people throughout the session and were only just having their first break. Conversations, as you would have expected, had been about the reduced frequency of buses since the 700 was replaced by the 11, the lack of bus-stops on the A259 (still) and the need to increase usage of the 11. Rob said some people understood Stagecoach South's view of the world, some did not.

Rob said they would be very happy to bring the bus into the village on another occasion, we would simply need to get a date in the diary.



10. **Social Media**

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

- Publicity for the September visit of the Littlehampton District Lions book and jigsaw stall – 1,193 people
- MailChimp repost for the e-newsletter of 16th September – 926
- Publicity for the visit of the Stagecoach Customer Services bus - 643

(posts up to and including 28th September)

The number of Followers is currently 2,054, an increase of 6 on the last report.

11. **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 – 4th September – sent to 959 subscribers

Parish Council news – 9th September – sent to 957

Parish Council news – 16th September – sent to 957

Parish Council news – 23rd September – sent to 955

As announced previously, the MailChimp software continues to record the open information differently to before and now apparently unreliably. I will continue to monitor this, but until this is fixed, I will not be able to provide a figure for the percentage of recipients who opened the email.

12. **Things we have been asked since the last meeting**

Is that Kamsons?	No.
Can you put me in touch with local tennis players?	I directed the requested to both the tennis club and the East Preston community Facebook page.
Could the council approach the decision maker about their decision to remove the bollards from the bottom of Sea Lane?	I was able to inform the correspondent the council had been in touch with the decision maker and the bollards were due to be replaced before the end of the month. The correspondent replied, "Thank you for your reply, that's good news."
Is there anything I can do about my neighbour parking their large camper van on their driveway, blocking my light?	Not really, but maybe keep a diary and if there is a pattern, it might be something to report to the anti-social behaviour team at ADC.
Should I go to the Village Hall EGM?	Asked by several people and not a question we could answer.

13. **Recent bouquets and complaints**

(In addition to anything reported above)

From a Sea Lane resident who had heard a local businessperson (she was more specific than that) was trying to buy the Village Hall and to whom I provided a summary of the situation, “Perfect clarification.”

14. **Leave**

Caspar is off from the 5th, returning on the 19th. I am off for the week beginning 19th. Alison is off for the week beginning 26th.

15. **October 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.

- 4th An Afternoon of Bingo (14:00, East Preston Junior School)
- 5th Full Council (19:00, East Preston Infant School)
- 6th Meeting with East Preston Cricket Club (tbc)
- 7th Sussex Police & Crime Commissioner Forum (10:30, online) (CB and SC only)
- 12th Interim internal audit (10:30) (AV, RMc and SC only)
Planning & Licensing Committee (18:00, Council Office)
Personnel Committee (19:00, Council Office)
- 14th ADC Town & Parish Climate Action Network (11:00, online) (JG only)
East Preston Festival Committee donations evening (19:00, East Preston & Kingston Village Hall)
- 15th WADARS new site visit for supporters (13:00, Patching) (KB only)
- 26th Planning & Licensing Committee (18:00, Council Office)
Major Events Committee (19:00, Council Office)
- 29th Wild Science playscheme (Marjorie Bridger Scout Hall, morning)
- 31st Littlehampton Community Fridge update training (details tbc)

Simon Cross – **Clerk to the Council**

29th September 2026

Agenda Item 18

Other meetings and events – Part 1

Council is asked to note any reports from Members attending other meetings and events.

Visit to Chestnut Tree House Hospice, 10th September

Chestnut Tree House Hospice, Dover Lane, Arundel

Accepting an offer in recognition Chestnut Tee House Hospice is this year’s Chairman’s Charity, Cllrs Elizabeth Linton and Andrea Chapman along with Simon Cross were fortunate enough to visit **Chestnut Tree House**, the children’s hospice for Sussex and South East Hampshire, based to the

east of Arundel. Cllrs Hill and Moore had also intended to go but were unable; if they are able to go at a later date, I am sure that could be arranged.

We were very kindly shown around by Alice Jalley, Community Fundraiser, who you will remember from her engaging presentation to our AGM Council meeting in May this year. Chestnut Tree House provides specialist care and support for children and young people with life-limiting conditions, as well as practical and emotional support for their families.

It was a very humbling experience and we were blessed to be shown around the hospice and to see the facilities available to children and their families, including bedrooms, sensory and activity rooms, family spaces and the hydrotherapy pool. The beautiful grounds include sensory gardens, forest walkways, vegetable gardens and we were also shown the hospice's memorial garden, where families can spend quiet time reflecting and remembering a child they have lost. The garden provides a peaceful and thoughtful space and was one of the most moving of several moving parts of the visit.

It was helpful to learn more about the support provided both at the hospice and in families' homes. The atmosphere was warm and welcoming, and it was clear how much difference the service makes to local families. What stood out was the hospice's focus on helping families make the most of the time they have together. Support is provided both at the hospice and in family homes, including respite care, end-of-life care, bereavement support and a range of activities for children and their siblings.

Chestnut Tree House is a much-valued local charity that relies heavily on donations, fundraising and volunteers to continue its work. It is an important resource for families across our area and provides a compassionate and supportive service during very difficult time. As East Preston Parish Council's chosen charity for the year, it was a privilege to visit Chestnut Tree House and gain a better understanding of the care and support it provides. Thank you Alice for taking time out in your busy day.

Cllr Andrea Chapman

29th September 2026

Agenda Item 19

New items to be referred to the next meeting – 2nd November 2026

The meeting will start at 18:30 and will receive a presentation from Elaine, an Animal Rescue Officer working for WADARS.

Simon Cross – **Clerk to the Council**

25th September 2026

Appendix A

Agenda Item 10b

Warren Recreation Ground (charity no. 283037)

Council is asked to note the draft Minutes of the charity's Annual General Meeting held on 14th September.

Minutes of the Annual General Meeting held on Monday, 14th September 2026 at East Preston Infant School.

(Reviewed at the Full Council meeting held on 5th October 2026, Minute tbc/26)

Trustees Present: East Preston Parish Council members: Christine Bowman, Kit Bradshaw, Andrea Chapman, Lisa Duff, Barbara Gale, John Gunston, Elizabeth Linton, Glyn Mathias, Rick McElroy, Steve Toney (Chair) and Steve Wilkinson

Also: Simon Cross (Clerk to East Preston Parish Council, notes)

Eighteen members of the public including representatives of East Preston Cricket Club and the Warren Recreation Ground Safety Group

Trustees Absent: East Preston Parish Council members: David Moore and Helen Hill

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Introduction – Cllr Toney, Chairman of East Preston Parish Council, opened the meeting at 19:00. He welcomed those present and ran through basic safety information.

Apologies had been received from Cllrs Hill and Moore, Alice and Robert Finnigan, Dorothy Lee, Peter Mustow, Steve Parsons and Andy Reeves.

Minutes – The draft Minutes had been reviewed and noted by East Preston Parish Council at its meeting on 6th October 2025 (Minute 774/25).

The Trustees AGREED that the Minutes of the meeting held on 9th September 2024 could be signed as a true record of that meeting. Cllr Toney duly completed this action.

Chairman's Report – The Chairman's Annual Report had been circulated to all present in advance of the meeting, as follows:

"I would like to start by thanking East Preston Parish Council, and in particular its Amenities Committee and the Assistant Clerk, Dawn Reid, for the work involved in running the Warren Recreation Ground so smoothly through the reporting year.

"All the information below refers to the period of April 2025 to March 2026.

"For context, the Warren Recreation Ground is leased to East Preston Cricket Club for sixty years from 1st May 2001. Within the lease, the recreation ground may be used "for the normal activities of a cricket club and (in the Club House only) for a playschool and occasional meeting house for local groups and private parties".

"During the reporting year, the ground was used for organised activities such as tennis, cricket, stoolball and flower shows as well as the term-time pre-school operating from the cricket pavilion. The ground was also used for informal activities such as dog-walking, children playing both inside and outside the play area, outdoor exercise, playing chess, catching up with friends and just taking a moment during the busy day.

“Looking closer at some of those activities, misuse of the tennis court was a problem at the beginning of the reporting year, leading the council to an arrangement with The Great Dane in which the venue became custodian of keys for the lock on the tennis court gate. This reduced but did not totally eradicate the number of times in which younger people were breaking into the court in order to play, more often than not, football. Some were even clever enough to carry tennis racquets and balls into The Great Dane only to get the key to the court and then use it for football. There was evidence some youths were climbing into the court or pulling up the fencing at its base and getting in that way. The council has agreed to make changes and improvements to the netting to make this less possible.

“The council has been liaising with the Warren Recreation Ground Safety Group over its concerns about the advisability of playing modern-day cricket at the ground. The council arranged for an independent mediation with both the Safety Group and the Cricket Club and that took place over the winter. The cricket club has accepted safety measures at the ground need to be increased.

“Congratulations to the village stoolball team for winning both the Coastal and Chanctonbury Leagues once again. In the words of team President, Mary Jeavons, "The girls smashed it and did East Preston proud."

“Here are a few of the works carried out during the reporting year. At the very beginning of the year, the car-park markings were refreshed.

“In June, the cycle repair station was installed at the entrance to the Warren Rec, designed to help cyclists make repairs whilst out and about.

“In July, the tarmac footpath along the northern boundary was repaired, smoothing over parts where it had dipped. We also undertook some tree reductions in the north-eastern corner.

“To encourage children to become responsible with their litter, in August, we installed the frog bin in the children’s playground. This seems to be a big hit. At the same time, the bin which was inside the tennis court was moved to outside the tennis court and is much better used now.

“One of the items of outdoor gym equipment, the double air-walker, was removed in September having reached the end of its life. The project to replace all the outdoor gym equipment remains on hold.

“Two tired wooden benches on the northern boundary were upgraded to recycled plastic benches in January. This will extend their life expectancy.

“In February, improvements were undertaken in the south-western corner by the gate to Two Acres. This included some new planting and the bark footpath was extended. Public response was positive.

“At the beginning of the calendar year we made improvements to emergency services access to the recreation ground, at the same time improving site security.

“We thank East Preston in Bloom and Paul Wicks Garden Services for the voluntary work they undertake at the Warren Recreation Ground.

“I would like to thank David Macdonald of the Martlet Partnership for keeping the charity’s finances in order. I would also like to thank all East Preston Parish Council staff and councillors for their efforts to keep the WRG a pleasant place so it can be enjoyed by everybody. Finally, may I also ask the users to keep the place in good order for everyone’s benefit.

“Thank you.”

The report had been circulated in advance and all present confirmed they had read it. Cllr Toney thanked those involved with the day-to-day management and upkeep of the recreation ground.

No comments were made and no questions arose from the Chairman’s report.

Treasurer's Report – The Clerk to the Council read the following statement to the meeting:

“This is the part of the meeting where we would usually agree the charity's finances for the year.

“For anyone unaware, the charity does not have its own bank accounts, all its finances are handled through the council's financial management.

“Expenditure in the year ending 31st March 2026 was £52,711 and income was £5,374. Net expenditure then was £47,337.

“These figures have, as always, been included in the council's Annual Return. Prior to this year, we have also submitted an Annual Return of those figures to the charity commission. This year though, our internal auditor advised we should only submit a nil return to the charity commission because the figures were included in the council's Annual Return. The charity's accountant has agreed we should submit a nil return but has questioned why our internal auditor has changed this for this year. The council has a new internal auditor starting with us in October (same company, different person) and the charity's accountant has agreed we should hold off submitting the charity's annual return until we know the new internal auditor's thoughts on this.

“Please could I ask the trustees to agree the council's Finance & General Purposes Committee can agree the content of the charity's annual return on behalf of the committee? That would take place at the committee's meeting in November.”

The Trustees unanimously voted in favour of delegating a decision upon the Annual Return to the council's Finance & General Purposes Committee's meeting in November, by which time advice would have been received from the council's new internal auditor.

There were no questions asked.

Delegation to East Preston Parish Council – The trustees AGREED to delegate formally responsibility for the Warren Recreation Ground for the period 1st April 2027 to 31st March 2028 to East Preston Parish Council.

Warren Recreation Ground Safety Group – A spokesperson for the group thanked the charity for the chance to address the meeting but said the group was confused as to why it had been given this opportunity. The spokesperson said the group would have preferred to speak after East Preston Cricket Club had stated its case but had not been afforded that courtesy.

The spokesperson quoted from a letter sent to the council in 1987 which underlined the group's concerns about the playing of cricket on the Warren Recreation Ground were nothing new. The spokesperson advised the meeting the concerns were genuine and serious.

The group had never said it wanted any outcome other than for cricket at the venue to be played safely.

Members of the group had been vilified, victimised, subjected to written abuse on Facebook, and no responsibility had been taken for this.

The spokesperson said all questions asked of the cricket club had gone ignored and unanswered.

Representatives of the group were always available to speak about how to resolve this situation.

The spokesperson ended by saying that what had come out of the late 2025 / early 2026 mediation exercise had been absolutely shameful and there were people in the room who should hang their heads in shame.

East Preston Cricket Club – As Chairman of East Preston Cricket Club, Peter Dallimore addressed the meeting next. He said the club took safety seriously too and had agreed to increase the safety netting on site. This required fundraising and a campaign to raise £80,000 had started. A village resident had paid for a leaflet to be delivered to every house in East Preston and Kingston and that action was due to be completed this month.

Mr Dallimore said without increased safety measures at the Warren Recreation Ground the club would not be granted a licence by the parish council.

Questions – A second representative of the Warren Recreation Ground Safety Group asked why the cricket club had not been fundraising since 2005 when there may have been better support in the village than currently. Mr Dallimore replied the representative was quite right and the council had not given any indication such an increase in safety measures was necessary.

The first representative of the Warren Recreation Ground Safety Group said the local rule introduced for the 2026 season had not seen the promised 90% reduction in the number of balls landing outside the ground; 19 balls had landed outside the ground from a season of fewer than nine matches. One had smashed the windscreen of a car parked in the Warren Recreation Ground car-park. What plan was in place for the 2027 season. Mr Dallimore asked the representative to say how many balls had landed in the gardens on the eastern and western boundaries during the season as he believed none had.

Cllr Toney believed nobody in the village wanted to see cricket stop but increased safety measures were necessary and, for that reason, he asked everyone to dig deep in support of the fundraising campaign.

A third representative of the Warren Recreation Ground Safety Group said he believed the 2001 lease was only for the cricket pavilion as that was all that was bordered on the map attached to the lease. The Clerk said he did not believe that was the case and it was the annual licence which since 2008 had confirmed whether or not the club could play cricket. The map attached to the licence definitely had the whole recreation ground outlined.

Anything Else – nothing further was raised.

Close – With no other questions forthcoming, Cllr Toney thanked the council's officers and councillors for their efforts through the year. He then thanked everyone for coming and closed the meeting at 19:15.

Chairman:

Date: (tbc) September 2027
Cllr Steve Toney