EAST PRESTON PARISH COUNCIL

From: Simon Cross Clerk to the Council

28th October 2026

Dear Councillor and Parishioners

NOTICE IS HEREBY GIVEN AND COUNCILLORS ARE SUMMONED to the **Monthly Meeting** of the Council which will be held on **Monday, 2nd November 2026** at East Preston Infant School, Lashmar Road, East Preston commencing at **18:30**.

The Public has the right to attend; however, numbers are limited and attendance should be booked in advance. Please call the Council Office before midday on the day of the meeting to book a space.

Sound equipment can be made available upon advance request to the Council Office.

Yours sincerely

Simon Cross

Clerk to the Council

A G E N D A

1. Introductions.

   To receive a presentation from Elaine, Animal Rescue Officer, WADARS.

2. Apologies for Absence.

3. Members and Officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests they may have in relation to items on this Agenda, and are reminded they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

   Members and officers should make their declaration by stating:
   a) the item they have the interest in
   b) whether it is a pecuniary, personal interest and/or prejudicial interest
   c) the nature of the interest
   d) if it is a prejudicial or pecuniary interest, whether they will be exercising their right to speak under Public Question Time

4. A **Public Question Time** of up to fifteen minutes. Where it is not possible to give immediate answers, the answers will be given at the next Meeting or, if preferred, sent direct to the questioner.

Note: This Question Time is the only opportunity at which "Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda." (Standing Order 3e)

Each "member of the public shall not speak for more than three minutes." (Standing Order 3g)

Please be aware, constructive debate and thoughtful challenge should be expected as the council examines and understands the points raised in the meeting as part of the decision-making process.

Members of the public are respectfully asked not to talk during the rest of the meeting unless invited to do so by the Chairman of the Council.

5. An opportunity for Councillors to respond to any matter raised during Public Question Time.

6. To confirm the Minutes of the meeting of the council held on 5th October 2026.

7. To receive an update on matters from previous Full Council meetings.

8. Financial Matters:
   a) To note **Outstanding Purchase Orders** for 2026/27 to date report totalling £3,639.95 (exc. VAT) for Oct 2026;
   b) To approve the **Regular Monthly Payments** for Oct 2026 totalling £1,680.82 (inc. VAT);
   c) To approve the **Supplier BACS Invoices Paid** reports for Oct 2026 totalling £65,548.71 (inc. VAT);
   d) To approve the **List of Sales Invoices & Bank Receipts** report totalling £10,931.71 (inc. VAT) for Oct 2026 (Year to Date £354,304.50);
   e) To note the **Bank Reconciliations** to 14th Oct 2026;
   f) To note **Budget Summary** for 2026/27 to date including EMRs.

9. To note written reports and to receive any urgent updates from the council's committees:
   a) Amenities Committee (Chairman – RM);
   b) Audit & Governance Committee (Chairman – GM);
   c) Community Engagement Committee (Chairman – EL);
   d) Finance & General Purposes Committee (Chairman – RM);
   e) Flat and Frontage Committee (Chairman – ST);
   f) Major Events Committee (Chairman – EL);
   g) Personnel Committee (Chairman – LD);
   h) Planning & Licensing Committee (Chairman – CB).

10. To note written reports and to receive any urgent updates from the Parish Council Working Parties:
   a) Devolution and Local Government Reorganisation (Chairman – JG);
   b) Leases (Chairman – tbc).

11. West Sussex County Council:
   a) To receive a report from the West Sussex County Councillor representing East Preston (to last no longer than five minutes).

12. Arun District Council:
   a) To receive a report from the Arun District Councillors representing East Preston (to last no longer than ten minutes).

13. Sussex Police report:
   a) To note any monthly report.

14. Clerk's Report.

15. To note (written) reports from Members attending other meetings and events:
   a) Sussex Police & Crime Commissioner autumn engagement forum, 7th October (CB);
   b) Arun Town & Parish Climate Action Network meeting, 14th October (JG).

16. To consider any matters covered by any of the reports in the above Agenda Item.

17. New items to be referred to the next meeting – 7th December 2026.

This meeting is open to the public. Where possible, members of the public are asked to be present five minutes before the start of the meeting.

In case of emergency, lead Fire Warden for this meeting is Cllr Toney, supported by Cllrs Linton, Duff and Gunston and the Clerk.

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