



Established 1894

Angmering Parish Council  
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**TO: ALL MEMBERS OF THE COUNCIL**

**YOU ARE SUMMONED TO ATTEND THE**

**ANNUAL MEETING OF ANGMERING PARISH COUNCIL  
AT KING SUITE, ANGMERING VILLAGE HALL, ANGMERING.  
ON MONDAY 12 MAY 2025 7:30PM  
FOR THE PURPOSES OF TRANSACTING THE FOLLOWING BUSINESS:  
AGENDA**

**1. ELECTION OF THE CHAIR**

To elect the Chair of the Parish Council for the coming Council Year.

**2. ELECTION OF THE VICE CHAIR**

To elect the Vice Chair of the Parish Council for the coming Council Year.

**3. APOLOGIES FOR ABSENCE**

**4. DECLARATIONS OF PECUNIARY OR NON-PECUNIARY INTERESTS IN AGENDA ITEMS**

**5. APPROVE THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14 APRIL 2025**

**6. PUBLIC CONSULTATION**

An opportunity for parishioners to seek information or question the Committee and its members on matters pertaining to the Committee's work.

Members of the public are entitled to speak for 3 minutes.

Please note these meetings are being recorded for the purpose of minute writing. After the minutes have been written and approved the recording is destroyed.

**7. THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:**

- a) The attached action list
- b) Any subsequent matters that have arisen since the agenda was set
- c) Office Managers report regarding events

**8. REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

**9. REPORTS FROM THE ARUN DISTRICT COUNCILLORS**

**10. NEIGHBOURHOOD PLAN/DEVOLUTION**

To bring forward any updates regarding Neighbourhood Plan and Devolution

**11. APPOINTMENTS TO PARISH COUNCIL COMMITTEES**

- a) Governance & Oversight Committee

- b) Planning and Infrastructure Committee

## **12. EXTERNAL GROUP/ASSOCIATION/MEETING REPRESENTATIVES**

- a) Eastern Arun Parishes Group
- b) Arun District Association of Local Councils (ADALC)
- c) West Sussex Association of Local Councils (WSALC)
- d) Angmering Sports and Recreation Association (ASRA)
- e) Angmering Village Hall Management Committee
- f) Angmering Twinning Association
- g) South Downs National Park Authority
- h) Arun District Council Planning & Development Advisory Group
- i) Angmering Community Land Trust

## **13. STANDING ORDERS 2025**

To receive the Standing Orders, with a view to adopting them for use by Angmering Parish Council.

## **14. FINANCIAL REGULATIONS 2025**

To receive the Financial Regulations, with a view to adopting them for use by Angmering Parish Council

## **15. SCHEME OF DELEGATION**

To receive the Scheme of Delegation, with a view to adopting them for use by Angmering Parish Council.

## **16. FINAL ACCOUNTS 2024/2025**

- a) To receive and agree the final accounts for the financial year ending 31st March 2024.
- b) Sign 31st March 2025 Balance Sheet

## **17. AUDIT REPORT 2024/2025**

To receive and note the Audit Report for 2024/2025 which was conducted on 29 April 2025

## **18. CURRENT SYSTEM OF INTERNAL CONTROLS**

Confirmation that the council are happy with the current system of internal controls

## **19. ANNUAL RETURN 2024/2025**

To approve Section 1 of the Annual Governance and Accountability Return 2024/2025

## **20. ANNUAL RETURN 2024/2025**

To approve Section 2 of the Annual Governance and Accountability Return 2024/2025

## **21. ADOPTION OF THE ANNUAL PLAN 2025/26**

To confirm and adopt the Annual Plan 2025/26

## **22. COMMUNITY GRANT APPLICATIONS**

No grant applications have been received this month.

## **23. 2025/2026 FINANCIAL REPORT**

Statements of the Bank Account Balances and Loans Outstanding as at 30 April 2025.  
Bank reconciliations will be signed by a nominated councillor and minuted.

- a) Income and Expenditure compared with the Revised Budget, for the period to 30 April 2024.
- b) Lists of cheques and other payments for April 2025
- c) Bank reconciliation for April 2025

**24. QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES, REPRESENTATIVES ON OTHER ORGANISATIONS OR NOTES ON OTHER MEETINGS ATTENDED.**

**25. QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

An opportunity to ask questions resulting from the minutes of the meetings of:

- The Planning and Infrastructure Committee meeting
- CLEW Committee meeting
- Governance & Oversight Committee meeting

**26. TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

**DATE OF NEXT MEETING**

The next scheduled meeting of the Parish Council is Monday 9 June 2025 at 7:30pm

*K A Herr*

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Katie Herr – Clerk to the Council

Date: 06.05.2025