



Pulborough Parish Council

Swan View, Lower Street, Pulborough, West Sussex RH20 2BF

Telephone: 01798 873532

Email: Reception@pulboroughparishcouncil.gov.uk

www.pulboroughparishcouncil.gov.uk

for Pulborough's future

Dear Councillors,

You are duly summoned to the Annual Council Meeting of the Pulborough Parish Council that will take place on **Thursday 22nd May 2025 at 6pm**. The meeting will be held at the United Reformed Church, 82 Lower Street, Pulborough, RH20 2DW. Members of the public are welcome to attend this meeting and speak for a maximum of five minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chair.

P.S. Richards

Locum Clerk to the Council

15th May 2025

ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE WORKING DAY PRIOR TO THE MEETING.

AGENDA

32. **Election of Chairman.**
33. **Election of Vice-Chairman.**
34. **Apologies for Absence** - To approve apologies for absence.
35. **Co-option** – to receive applications.
36. **Declarations of Interest and Changes to Register of Interests** - To receive Councillors' declarations of interest on any of the agenda items.
37. **Adjournment for public speaking:** - The Chair will invite those residents who have given formal notice to speak once only in respect of:
 - business itemised on the agenda and residents shall not speak for more than 5 minutes or 10 minutes if he/she is speaking on behalf of others such as a residents' group.
 - if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted, and residents shall not speak for more than 2 minutes.
38. **District & County Reports** - To receive & note the reports from the District and County Councillors.
39. **Minutes of Full Council** - To approve the Minutes of the previous meeting.
40. **Matters arising** – for information only.
41. **Appointments to Committees & Sub-Committees** - Appendix A.
 - Finance & Policy Committee;
 - Staffing Sub-Committee;
 - Planning & Services Committee; and
 - Recreation & Open Spaces Committee.
42. **Appointments to Working Group** – Appendix B.
 - Transport and Infrastructure Working Group (3 Council Members);
 - Neighbourhood Plan Working Group (3 Council Members);
 - Community Allotment Working Group (3 Council Members);
 - Pulborough Pantry Working Group (3 Council Members);
 - Events Working Group (5 Council Members);
 - Thakeham Homes Working Group (3 Council Members); and
 - Communication Working Group (3 Council Members).
43. **Representatives to Outside Bodies** – Appendix C.



Members of the public should be aware that being present at a meeting of the Council be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting or video conference, by any person present.



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44. **Policies and codes of conduct.**
45. **Planning & Services Committee** - To accept the Minutes of the previous meetings – Appendix D.
46. **Finance and Policy Committee** – To accept the Minutes of the previous meeting - Appendix E.
47. **Recreation & Open Spaces Committee** - To accept the Minutes of the previous meeting – Appendix F.
48. **Pulborough Shedders** – update from Cllr Curd.
49. **Pulborough Parish Transport options** – Cllr Clarke.
50. **Declaration for River Recovery** – To consider adopting the Declaration - Appendix G.
51. **Annual Internal Audit Report 2024/25** – Appendix H.
52. **To approve Section 1 of the annual governance statement** – Appendix H.
53. **To approve Section 2 of the annual governance statement** – Appendix H.
54. **Payments** - To approve the payments list for signing.
55. **Date of the next Full Council meeting** – 28th July 2025.



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