

To: All Members

You are hereby summoned to attend the following meeting for the transaction of the business stated in the agenda below.

**Annual Meeting of the Council
to be held on Monday 11th May 2026 at 6:30pm
held at the United Reformed Church, 82 Lower Street,
Pulborough, RH20 2DW.**

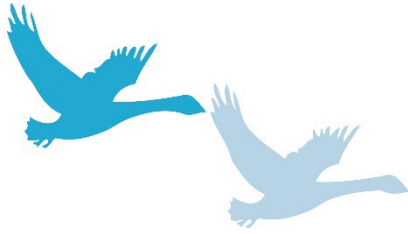
Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e.g. Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Oliver Last
Clerk to the Council
05 May 2026

AGENDA

- 1. Election of Chair.**
- 2. Election of Vice-Chair.**
- 3. Apologies for Absence**
To receive apologies for absence
- 4. Declarations of Interest and Changes to Register of Interests**
To receive any declarations of interest as defined under the Localism Act 2011.
- 5. Public forum and questions**
Public forum and questions Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. Public participation shall not exceed 15 minutes and a member of the public shall not speak for more than three



minutes. During discussions of sensitive or confidential matters, the public will still be excluded.

6. Minutes of the Council meeting held on 27th April

To approve the minutes of the council meeting held on 27th April 2026 as a true and accurate record of the meeting.

7. Appointments to Committees & Sub-Committees

Full Council
Finance & Policy
Staffing Sub Committee
Planning & Services
Recreation & Open Spaces

8. Appointments to Working Group and Terms of Reference

Transport & Infrastructure Working Group
Neighbourhood Plan Working Group
Community Allotment Working Group
Pavi Working Group
Events Working Group
Community Hub Working Group

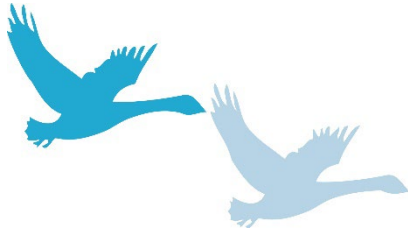
Events Working Group Terms of Reference
Neighbourhood Plan Working Group Terms of Reference
Sports Pavilion Redevelopment Working Group Terms of Reference
Allotment Working Group Terms of Reference
Terms of Reference (General)
Green Spaces Terms of Reference
Thakeham Homes Sports Pavilion Development Working Group Terms of Reference
Transport and Infrastructure Working Group Terms of Reference

9. Representatives to Outside Bodies

PDCCA
HALC
WSALC
PCP
S&SC
Village Hall Trustee
Traders Group
Pulborough Society
APCAG
Neighbourhood Warden Steering Group
SCRP Arun Valley Line
Fairtrade Group
SDNP

10. Review the Policies and Codes of Conduct

Code of Conduct



Standing Orders – NALC Model
Financial Regulations – NALC Model
Complaints Procedure
Cricket Nets Policy
Data Protection Policy
Disciplinary Policy
Drugs and Alcohol Policy
Retention Policy
Dummy CCTV Policy
Equality and Diversity Policy
Freedom of Information Policy
Grant Awarding Policy
Information Security Incident Policy
Investment Policy
IT Policy
Privacy Notice
Removal of Unauthorised Encampment Policy
Reporting of Council Meetings Policy
Recruitment Policy
Risk Management
Vexatious or Habitual Requests and Complaints Policy
Winter Maintenance Plan
Resilience Plan
Pulborough Parish Council Reserves Policy
Pulborough Parish Council Safeguarding Policy

11. Review the asset register and risk assessments

12. Annual Review of Fees and Charges

13. Planning & Services Committee

To accept the Minutes of the previous meetings

14. Finance and Policy Committee

To accept the Minutes of the previous meeting

15. Recreation & Open Spaces Committee

To accept the Minutes of the previous meeting

16. Finance

To approve the payments list for signing. (Details to be circulated to members at the meeting)