



Notice of the Hybrid Annual Parish Council Meeting  
On Monday May 12th 2025 at 7.00pm

And You Are Hereby Summoned To Attend

**THE PUBLIC & PRESS ARE WELCOME & ENCOURAGED TO ATTEND**

Planning applications to be considered:

| Planning number             | Address  | Detail  | Closing Date              |
|-----------------------------|--|---|---------------------------|
| 24/02040/FUL                | Boxgrove Common                                    | Temporary planning permission for a period of 40 years for the erection of an Energy Storage System (ESS), together with associated infrastructure, site levelling works, site access, landscaping and ancillary works. | 13 <sup>th</sup> May 2025 |
| BX/25/00876/TCA - Tree Apps | Old Forge Cottage, Halnaker, Boxgrove, Chichester, | Notification of intention to fell 6 no. Leylandii trees   |                           |

| Planning number                     | Address                      | Detail   | Closing Date       |
|-------------------------------------|------------------------------|--|--------------------|
| BX/25/00639/TCA                     | Flintwalls The Street        | Notification of intention to fell 3 no. Cherry tree (T1-T3), 1 no. Pittosporum tree (T2), 1 no. Holm Oak tree (T4) and 7 no. Leyland Cypress (T5-T11). | NOT TO PREPARE TRO |
| BX/25/00324/DOM/<br>BX/25/00325/LBC | Trinity Cottage Strettington | Alterations to front elevation eaves and roof details, with associated regularisation of windows   | PERMIT             |
|                                     |                              |  |                    |
|                                     |                              |  |                    |

### AGENDA

1. To elect the Chair of the Council until the date of the next Annual Meeting of the Council in 2026 and sign Acceptance of Office
2. To elect the Vice-chair of the Council until the date of the next Annual Meeting of the Council in 2026 and sign Acceptance of Office
3. Apologies
4. Declarations of Interest
5. Minutes - To agree and sign the minutes of the meeting of 7<sup>th</sup> April 2025
6. District Councillor, County Councillor & Chairman's **Annual** Reports
7. Crockerhill update
8. Motion to accept the proposed amendments to the Boxgrove Neighbourhood Plan.
9. Election of Councillors to the following outside bodies:
  - i. SDNP Board – Councillor representative
  - ii. Chichester District Association Local Councils
  - iii. West Sussex Association of Local Councils

- iv. Goodwood Aerodrome/Goodwood Motor racing committee
- v. Boxgrove Village Hall Trustee
- 10. Election of Councillors to the following working groups/committees:
  - i. Planning Committee
  - ii. Boxgrove Rangers
  - iii. Boxgrove Conservation Area
  - iv. Boxgrove Neighbourhood Plan review
  - v. Resilience/Emergency Planning
  - vi. Staffing committee
- 11. Clerk's Report
  - i. To approve the use of Recreation Ground for Dog show 27<sup>th</sup> September 2025
  - ii. Request from Village Hall for Council meetings to be paid for
  - iii. To approve Annual Governance Statement
  - iv. To approve Internal Auditor's report
  - v. To approve the Annual Return for 2024 - 2025
  - vi. To confirm appointment of Internal Auditor for 2024 - 2025
  - vii. To approve Council Standing Orders, Council Financial Regulations, Council Asset Register, Scheme of Delegation, Council Risk Assessment, TOR for Boxgrove Rangers/Conservation Committee
  - viii. To approve the payments for consideration
  - ix. Bank reconciliation
- 12. EV charging point proposal from WSCC: The Close
- 13. Agenda items for next meeting
- 14. Date of next meeting

Signed : Imogen Whitaker

Date: 5<sup>th</sup> May 2025

## RECORDING AND FILMING OF MEETINGS

- Members of the public and press are permitted to record or film meetings to which they have permitted access including remote meetings on a remote video platform. As a general rule the council does not record these meetings. Under exceptional circumstances a meeting will be recorded but the recording destroyed once the minutes of the meeting have been formally adopted. The European Union (EU) has formally recognised the UK's data protection standards (June 28<sup>th</sup> 2021) which means that personal data can continue to flow between Europe and the UK.
- ✚ Members of the public must be aware of Data Protection laws concerning the filming or recording of other people and respect their rights, particularly with regard to the filming or recording of minors
- ✚ Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded
- ✚ Recording or filming may only be done in a non-disruptive manner. The Chair has the right to stop proceedings and take appropriate action if she/he deems the recording or filming to be disruptive and/or it is contravening the rights of those present
- ✚ The Council asks those recording proceedings not to edit the film or recording in such a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.
- ✚ These requirements will be deemed to have been accepted whether the public has read them or not.