



Notice of the Hybrid Annual Parish Council Meeting
On Monday May 11th 2026 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

Delegated planning decisions to be noted:

Planning number	Address	Detail	Clo

AGENDA

1. To elect the Chair of the Council until the date of the next Annual Meeting of the Council in 2027 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 2027 and sign Acceptance of Office
3. Apologies
4. Declarations of Interest
5. Minutes - To agree and sign the minutes of the meeting of 13th April 2026
6. To appoint a new clerks / RFO
7. District Councillor, County Councillor & Chair's Annual Reports
8. Crockerhill: update
9. State of Tangmere footbridge – letter to National Highways
10. Boxgrove Rangers report – Graham Dipple
11. Boxgrove Traffic Calming Group
12. The formation of a planning committee rather than a working group
13. Proposal to form a Parish newsletter working group.
14. Request to use Boxgrove Recreation Ground 23rd May 2026 by Grace Church.
15. Election of Councillors to the following outside bodies:
 - i. Chichester District Association Local Councils
 - ii. West Sussex Association of Local Councils
 - iii. Goodwood Aerodrome/Goodwood Motor racing committee
 - iv. Boxgrove Village Hall Trustee
16. Election of Councillors to lead the following working groups/committees:
 - i. Planning –**is now all councillors**
 - ii. Boxgrove Rangers – **Mr Graham Dipple**
 - iii. Boxgrove Conservation Area
 - iv. Boxgrove Neighbourhood Plan **Mr David Leah**

17. Clerk's Report

- i. To approve Internal Auditor's report
- ii. To approve Annual Governance Statement
- iii. To approve the Annual Return for 2025 - 2026
- iv. To approve Council Standing Orders, Council Financial Regulations, Council Asset Register, Scheme of Delegation, Council Risk Assessment, IT Policy, Data Protection policy, AI policy, Civility and Respect Policy, TOR for Boxgrove Rangers/Conservation Group
- v. To approve the payments for consideration
- vi. Bank reconciliation
- vii. CDALC meeting 19th May

18. Application of a grant for £ 250.00 from the Tylers Trust

19. Agenda items for next meeting

20. Date of next meeting

Signed :

Date: 4th May 2026

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 28th 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.