



To: All Members of the Parish Council

I hereby give notice that the Parish Council Annual Meeting will be held in the Committee Room at the Village Hall on **Tuesday 16<sup>th</sup> June 2026 at 7.45 pm**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Signed: *Louise Davies*, Parish Council Clerk

Dated: 11<sup>th</sup> June 2026

## AGENDA

(The figure in brackets indicates the minutes allocated to the agenda item)

Please also refer to the [Clerk's Report](#) for further explanation to agenda items where considered necessary.

1. Apologies for Absence **(1)**
2. Declaration of interests by Members in matters on the Agenda for this meeting. To consider and agree any requests for Dispensation **(1)**
3. Minutes of the last Meeting: to approve the [Minutes](#) of the meeting held on Tuesday 2<sup>nd</sup> June 2026 **(1)**
4. District/County Councillor: To receive an update and seek clarification on any District/County related matters **(10)**
5. Public Questions: To receive, and act upon if considered necessary by Council, comments made by members of the public **(10)**
6. Report on on-going matters:
  - a. Pavilion:
    - Replacement Pavilion – update on legal advice and answer questions as detailed in the Clerk's Report (SW) **(30)**
  - b. Sports Equipment – to agree action relating to Stable Field and area at the rear of the Pavilion in terms of visual appearance and public safety (SW) **(3)**
  - c. Cricket Ball Damage – to update on concerns and options being considered by the Cricket Club (Clerk) **(3)**
  - d. New Website – update and agree retaining the existing website for the Neighbourhood Plan (AJ) **(3)**
  - e. Clerk's Update: **(5)**
    - Next newsletter - content
    - Any matters to report since the publication of the agenda

7. New Items for Discussion:
  - a. Tree Donation – to consider a request to donate a memorial tree – to agree policy details for future adoption (SW) **(3)**
8. Correspondence: To comment, and where necessary, agree action for [correspondence and reports](#) received by the Parish Council **(3)**
9. Planning **(10)**:
  - a. To discuss and ratify responses for the following applications:

<b>Application Number and Details</b>
WR/26/01075/TCA 3 White House Cottages School Road Wisborough Green Billingshurst Notification of intention to remove 1 no. limb on west sector on 1 no. Oak tree (T1). O.S. Grid Ref. 505104/126008 <a href="#">To view the application.</a>
WR/26/00431/FUL Bowyers Court Petworth Road Wisborough Green Billingshurst Retrospective (Section 73a) application for installation of 136 no. ground mounted solar panels and associated infrastructure. O.S. Grid Ref. 503857/125453 <a href="#">To view the application.</a>
WR/26/01177/LBC & WR/26/01176/DOM 1 High Barn School Road Wisborough Green Billingshurst Single storey rear orangery style extension. O.S. Grid Ref. 505125/125940 <a href="#">To view the application.</a>
WR/26/01158/DOM Mr John Wilson Sunrise Petworth Road Wisborough Green Billingshurst Construction of Carport. O.S. Grid Ref. 504550/125848 <a href="#">To view the application.</a>
WR/26/00833/DOM Mr S Keens White Chestnuts Billingshurst Road Wisborough Green Billingshurst Replacing existing windows with new bespoke timber double glazed windows to front elevation. O.S. Grid Ref. 505053/125919 <a href="#">To view the application.</a>

- b. Enforcement: to report any possible planning breaches or CDC updates

10. Finance **(10)**:
  - a. Bank Reconciliation - to confirm month end reconciliations for May (MW)
  - b. Accounts for Payment - to receive details and agree payment
  - c. Monthly Financial Statement – to receive the year to date compared to budget statement
  
11. Other Reports **(3)**:
  - a. Allotments – to agree action relating to unworked plot (Clerk)
  - b. Health & Safety - any concerns to report (All)
  
12. Any Other Matters to Report (No decisions can be made on matters raised under this item. For notification only or inclusion on the next agenda.)
  
13. Date of Next Meeting:  
Planning Committee – Tuesday 7<sup>th</sup> July 2026 at 7.45 pm (only if required)  
Parish Council Meeting – Tuesday 21<sup>st</sup> July 2026 at 7.45 pm.
  
14. Exclusion of Press and Public: To resolve that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and pursuant to Standing Orders (3d), to exclude the press and public due to the confidential nature of the business to be discussed.

Neighbourhood Plan: To receive feedback from the Neighbourhood Plan consultation and details of the remaining process and timeline (AJ) **(15)**  
Update on expenditure for Strategic Environmental Assessment report (Clerk)