OVING PARISH COUNCIL

(Serving the settlements of Oving, Shopwyke, Drayton, Merston & Colworth in the district of Chichester, West Sussex)

Parish Clerk: Tracy Predeth MPA ,
Email: clerk@ovingwestsussex-pc.gov.uk

You are duly summoned to attend the Annual meeting of Oving Parish Council on **Thursday 21 May 2026** starting at 6.45pm. This meeting will be held at Jubilee Hall, High Street, Oving, PO20 2DQ

T J Predeth
Parish Clerk/RFO

13 May 2026

AGENDA

1. **Election of Chairman**
   To receive nominations for election of Chairman for the forthcoming municipal year and to receive the declaration of office.

2. **Election of Vice Chairman**
   To receive nominations for election of Vice Chairman for the forthcoming municipal year and to receive the declaration of office

3. **Apologies**
   To receive apologies for absence and to consider reasons for absence.

4. **Declarations of Interest**
   To receive declarations of interest in accordance with the Council's Code of Conduct for items on this agenda.

5. **Request for Dispensation**
   To consider any requests for dispensations.

6. **Public participation session**
   In accordance with section 100A(1) of the Local Government Act 1972, members of the public and press are entitled to attend meetings of the Council.
   By resolution of the Council and at the discretion of the Chairman, members of the public are invited to make representations or raise matters for consideration.
   The public participation session will be limited to 15 minutes in total, with a maximum of three minutes per speaker.

Once the public participation session has concluded, members of the public may observe the remainder of the meeting but may not participate further unless specifically invited to do so by the Chairman.
No decisions will be taken at this item.

7. Approval of Minutes

To receive and approve the minutes of the Council meeting held on 16 April 2026.

8. Highways

To receive and consider any Highway Matters.

9. Financial matters

- To consider and approve the schedule of payments and receipts to date
- To receive and note the budget against expenditure
- To receive and agree the bank reconciliation.
- To agree the bank mandate

10. AGAR

- To receive and note the Internal Auditor's Report for the year ended 31 March 2026.
- To consider and approve the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2026.
- To consider and approve the Accounting Statements (Section 2) of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2026.
- To authorise the Chair to sign the AGAR on behalf of the Council.
- To approve the dates for the Exercise of Public Rights in accordance with the Accounts and Audit Regulations 2015.

11. Co-option

To consider co-option to the Parish Council.

12. Policies

- To review and agree the Standing Orders
- To review and agree the Financial Regulations
- To review and agree the Financial Risk Assessment for 2026/27
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13. Appointment of Committees, Working Groups and Outside Bodies

To review and appoint members to committees, working groups and Outside bodies for the forthcoming municipal year:

- Staffing Committee
- Planning Committee – Delegation to the Clerk
- Jubilee Hall Trustee
- Hampshire Association of Local Councils

- Alms Houses
- Youth club
- Shopwyke working group
- Any other committees or working groups as determined by the Council

14. Receiving Council Correspondence

To consider and approve the delivery of summons, agendas and associated papers for Council and committee meetings by electronic means in accordance with Schedule 12 of the Local Government Act 1972 and the Council's Standing Orders.

15. School Bus Transport

To further consider part-financing a school bus from the parish to Chichester Free School to help cut down the congestion through the parish in the morning. (Cllr Hunt to provide details)

16. NALC – Award Scheme

To consider and agree to apply for the National Association of Local Councils (NALC) Local Council Award Scheme as part of the Council's commitment to good governance, transparency and continuous improvement.

17. Meeting Dates

To agree the schedule of meetings for the forthcoming municipal year.