



**NOTICE IS GIVEN that the Annual Meeting (AGM) of Fernhurst Parish Council  
will be held in the Fernhurst Hub on  
Wednesday 20 May 2026 at 7.00pm**

*E Ford*, Elizabeth Ford (Clerk)

14 May 2026

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Office Opening Hours: Tuesday, 9am to 2pm, plus see website  
Parish Council Office, Village Hall, Glebe Road, Fernhurst GU27 3EH Tel. 01428 661150  
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**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

**AGENDA**

- 1. Election of the Chair of the Council for 2026/2027**
- 2. Declaration of Acceptance of Office to be signed by the Chair**
- 3. Election of the Vice-Chair of the Council for 2026/2027**
- 4. Apologies for Absence**
- 5. Declaration of Interests**  
To receive declarations of pecuniary, non-pecuniary or prejudicial interests in relation to any items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**
- 6. To Approve Minutes of the Meeting on 15 April 2026**
- 7. Matters Arising from the Minutes**  
To receive comments on matters arising not already included in this agenda.
- 8. Public Representations**
- 9. County Council Commentary**
- 10. District Council Commentary**
- 11. Finance and Administration Committee:** To appoint members to form a Finance and Administration Committee
- 12. Property, Highways & Environment Committee:** To appoint members to form a Property, Highways & Environment Committee
- 13. Planning Committee:** To appoint members to form a Planning Committee
- 14. Chair of Committee -** To appoint members to the following roles:
  - Chair of Finance and Administration Committee
  - Chair of Property, Highways & Environment Committee
  - Chair of Planning Committee

**15. Representatives to Outside Bodies/Committees** - To note /appoint representatives to the following groups and decide arrangements for reporting back to Council:

Fernhurst Primary School  
Parochial Church Council  
Village Hall  
West Sussex Association of Local Councils and Chichester District Association of Local Councils  
Recreation Ground Trust

**16. Council Leads** – To minute Council Leads in the following areas:

Arrangements for the Christmas Lights  
Trees  
Care of Van Common (not trees)  
Council Playground  
Parish in Bloom  
Youth  
Environment  
Road Safety

**17. To agree Meeting Schedule for 2026/2027**

**18. To consider the proposed application to the Local Magistrates' Court for the stopping up of highway at Copyhold, Copyhold Lane, Fernhurst, West Sussex, GU27 3DZ**

**19. To consider quotes for a survey of the Parish Council Trees**

**20. To consider a quote for the repair of the chestnut fencing at the Village Green**

**21. To consider a quote for the replacement of the broken bench at the Village Green, the replacement of the grit bin and the re-set of the heritage fingerpost at the junction of Lickfold Road and Miggs Lane, and the removal of the bench backing onto the cricket pitch at the Council playground**

**22. To consider Community Asset Transfer and supporting Business Case for the Crossfield Public Toilets**

**23. Further consideration of Council preparations for entry to Parishes in Bloom 2027**

### **Monthly Executive Reports/Committee Matters**

#### **24. Finance and Administration**

- a) To consider the April 2026 Income & Expenditure Report
- b) To consider the May 2026 payment schedule
- c) To approve transfer of £25K from the Current to the Deposit Account
- d) Review of Council Governance Documents, Policies, Committee terms of Reference, Assets, s137 Spend and Subscriptions
- e) To note Internal Audit Report and AGAR to be considered at the June Council meeting

**25. Planning Committee** - Chair's comments.

**26. Property, Highways and Environment Committee** - Update on projects & maintenance

**27. Date of next meeting – 17 June 2026 - tbc**

**28. To resolve that the press and public be excluded from the meeting**

**29. To discuss confidential business**