



To: All Members

You are hereby summoned to attend the following meeting for the transaction of the business stated in the agenda below.

**Full Council Meeting to be held on
Wednesday 2nd September, at 6:45pm
The Council Chamber, Lancing Parish Hall**

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing order 1 e.g. Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted. By attending this meeting, you are consenting to be filmed. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Steven Trice PSLCC
CEO and Clerk to the Council
26 August 2026

Lancing Parish Council operates under General Power of Competence since adopted on 15th May 2024. Minute Reference 006.

AGENDA

036. Apologies for Absence

To receive apologies for absence.

037. Declarations of interest

To receive any declarations of interest as defined under the Localism Act 2011.

038. Public forum and questions

Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. Public participation shall not exceed 15 minutes, and a member of the public shall not speak for more than three minutes. During discussions of sensitive or confidential matters, the public will still be excluded.

039. Minutes of the council meeting held on [8th July 2026](#)

To approve the minutes of the council meeting held on 8th July 2026 as a true and accurate record of the meeting.

040. Reports

To receive the following reports and agree recommendations

- i. [Clerk's Report](#)
- ii. Chair's Report
- iii. West Sussex County Councillor Report
- iv. Adur District Councillor Report
- v. Action and Working Group Reports
- vi. Any other outside Body Representative Reports

041. Committee Reports

To receive the following Committee Reports

- i. Finance & Governance Committee (meeting held [15th July 2026](#))
- ii. Amenities, Communities and Environment Committee (meeting held [24th June 2026](#))
- iii. Amenities, Communities and Environment Committee (meeting held, 5th August 2026) to follow.

042. Finance

To receive and note the following reports

- i. Income and expenditure summary report ([July 2026](#))
- ii. Payments List ([July 2026](#))
- iii. Bank Reconciliations ([July 2026](#))

043. [External Auditors Certificate and Notice of Conclusion of Audit](#)

To note the External Auditors Certificate and the Notice of Conclusion of Audit for the 2025/26 year.

044. [Appointment of a New Councillor](#)

To appoint a new Councillor to a Committee and Working Group.

045. [Establishment of an Older Persons Action Group](#)

Motion by Cllr Evans (01/26): To seek formal approval for the formation of an Older Persons Action Group.

046. [Re-Execution of Leases – Electric Vehicle Charging Points](#)

To seek Council approval for the re-execution of two leases with the Council's seal.

047. [Report - Strategic Plan](#)

To consider approval 'in draft' of the Council's emerging Strategic Plan 2026-2030.

048. [Plastic Free Communities Initiative](#)

To ratify the recommendation made by the ACE Committee.

049. Items for information and/or inclusion on future agendas

Copies of agendas will be posted on the council's website, Facebook page and noticeboard or can be requested in advance by telephoning 01903 753355 or emailing admin@lancingparishcouncil.gov.uk

Lancing Parish Hall, South Street, Lancing, West Sussex BN15 8AJ

Telephone: 01903 753355

Email: admin@lancingparishcouncil.gov.uk

Website: www.lancingparishcouncil.gov.uk

VAT No: 193186932