EARNLEY PARISH FULL COUNCIL

Minutes of the meeting of Earnley Parish Council held on 21st September 2026 which commenced at 7.27pm at Bracklesham Barn, Beech Avenue, Bracklesham.

PRESENT: Cllr's Robert Carey (Chairman), John Stant, Frank Doel and Keith Martin

IN ATTENDANCE: Vicky Middleton-Head (Clerk), District Councillor Elizabeth Hamilton and 4 members of the public

64.26 APOLOGIES AND REASON FOR ABSENCE
Apologies received and accepted from Cllr. John Williams, District Councillor Iain Ballantyne and County Councillor Izabela Mayne

65.26 DECLARATIONS OF INTEREST FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA - None

66.26 PUBLIC QUESTIONS - None

67.26 MINUTES
On a proposal by Cllr. Carey, it was RESOLVED to agree and sign the minutes of the Full Council meeting held on 27th July 2026 and they were duly signed.

68.26 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA - None

69.26 COUNTY & DISTRICT COUNCILLORS REPORT
District Councillor Elizabeth Hamilton advised that Chichester District Council have a Full Council Meeting tomorrow and delays to Local Government Re-organisation will be discussed.

70.26 NEW POLICIES
On a proposal by Cllr. Carey, it was RESOLVED to adopt the following new policies:

1. NEW Bereavement Policy
2. NEW Whistleblowing Policy
3. NEW Death of the Monarch Policy
4. NEW Bicycle Rack Policy

71.26 FINANCE

1. Bank Balance as at date of meeting £144,310.90
   The Clerk advised that Unity Trust were still processing the Savings Account application and would chase it up again.
2. On a proposal by the Chairman, it was RESOLVED to ratify the payments made on 16th July 2026, 22nd July 2026 and 18th August 2026.

No Butts Bin Co. Ltd	£241.56	Groundwave Ltd	£2976.00
EWBPC	£26.50	EE Mobile Ltd	£17.00
Vicky Middleton-Head	£645.14	Unity Trust Bank	£7.00
HMRC	£215.10		
WSCC Pensions	£167.90		

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Vicky Middleton-Head	£645.14
HMRC	£215.10
WSCC Pensions	£167.90
Witterings' Minibus	£100.00
KSS Air Ambulance	£200.00
EE Mobile	£17.00
Unity Trust Bank	£7.00

3. On a proposal by the Chairman it was RESOLVED to accept the Financial Statement and Budget Report for 31st August 2026 and confirmed that £107k is CIL monies and the Budget Report shows we are within budget other than legal advice expenditure for legal fees incurred on the Earnley Manor Close field which should be offset by savings later in the year.
4. On a proposal by the Chairman it was RESOLVED to note the conclusion of the Annual External Audit and accept

the signed External Audit Report for the year ending 31st March 2026

5. On a proposal by the Chairman it was RESOLVED to accept the new DM Payroll Services Contract from 1st April 2027 and this was duly signed.
6. On a proposal by the Chairman it was RESOLVED to note the National Joint Council Local Government Services Pay Award 2026-27 with a 3.3% increase in the Clerks salary from £35,412 to £36,581 (SCP 24 Full Time Equivalent) backdated to April 2026.
7. On a proposal by the Chairman it was RESOLVED to award £125.00 to Citizens Advice Arun & Chichester, rather than the £100 requested in the Grant Application as this is the amount budgeted for and the Clerk will action this payment along with the Grant to MHWG for £200 as per the budget.
   Council AGREED that the new Witterings' Care Hub should be added to the budget for next year.
8. On a proposal by the Chairman it was RESOLVED to agree the contribution of £238.00 to the MPP Project Fund for 2027/28

72.26 CIL PROJECTS for 2026/27

On a proposal by the Chairman, Council agreed in principle to the following potential projects using CIL funding.

Footpath 2 and new Fossil Bay footpath

Review surface condition of Fossil Bay Footpath making it accessible for mobility scooters, wheelchairs and pushchairs.

Cllr. Carey to liaise with DW Homes regarding a timescale for joining footpath 2 to the Fossil Bay development and improving surface of footpath.

Footpath 52 (Almodington to Somerley)

Still awaiting Landowner permission but Clerk to follow up

NEW noticeboard within Fossil Bay development

Clerk to email Simon Barlow at CDC to confirm that CIL funding could be used

NEW seating

Benches to be positioned by the Church and in Almodington

Trees

New trees to be planted on grass verge on the junction of Bookers Lane / Bell Lane

Wildflower Meadow

Clearance of brambles and preparation of re-instated wildflower meadow to South Side of Clappers Lane
Clerk to obtain revised quote for verge clearance from Drove Lane to Clappers Lane bridge.

Council agreed for Clerk to prepare email to Residents requesting feedback on how CIL monies could be spent

73.26 ENVIRONMENTAL MATTERS

1. Flood Prevention
   Cllr. Carey advised that Bookers Lane ditches have been cleared and he and Cllr. Doel are also liaising with the owner of land in First Avenue regarding clearing some culverts/ditches and Cllr. Doel to meet them to see what works will be done and what the impact of the works will be locally.
2. Public Rights of Way
   Cllr. Stant advised he is no longer inspecting but Cllr. Martin was contacted by a resident about Footpath 2 and advised that he has reported the problem directly to WSCC and the path has now been cleared.
3. Sea defences at Medmerry – No further update
4. Update from Environment Group – No further update

74.26 HIGHWAY MATTERS

1. SID is now being moved monthly and is still working well.
2. Litterpicking Event to be arranged for late October, Clerk to email residents to notify of the day and time
3. Finger Post Clappers Lane to be re-instated and Council agreed to proceed with the quote from Groundwave

75.26 WELCOMING NEW RESIDENTS OF EARNLEY

Council AGREED that the Clerk would include a paragraph expanding on the role of the Parish Council, include a map of the footpaths, include a line to advise of newly installed bike stands and to expand on details of all local Churches. Clerk to action and provide a further copy to Council for approval and once Fossil Bay and Earnley Grove sites are substantially occupied the welcome pack will be hand delivered to each property.

76.26 NEW WITTERINGS CARE SHOP – On a proposal by the Chairman it was AGREED that the Clerk would circulate the new care shop details to residents by email and on the website.

77.26 REPORT ON EXTERNAL MEETINGS –

Cllr Doel advised of a new “Men in Sheds” project in Almodington. Cllr. Doel has been liaising with a local landowner regarding the initiative which will be available to all local Parishes and not limited to men. Committee members will be required in due course and the Landowner is meeting with an existing group located in Fishbourne who are running the scheme already.

78.26 ITEMS FOR NOTING ON FUTURE AGENDAS - NONE

Meeting ended: 20.50pm

By resolution the Parish Council may decide to exclude the Press and the Public from any part of the meeting[1]
[1]Public Bodies (Admission to Meetings) Act 1960