



# Itchingfield Parish Council

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## Full Council Meeting Agenda

Councillors are hereby summoned to attend the Full Council Meeting of Itchingfield Parish Council on Monday 18th May 2026 7.30pm at Barns Green Village Hall. This will be preceded by the Annual General Meeting.

### 1. Apologies for Absence

To receive and accept apologies for absence.

### 2. Declarations of Interest

Members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda.

### 3. Minutes of the last meeting to be approved

1. To approve the minutes of the meeting held on the 27th April 2026.

### 4. To consider any matters arising from the last meeting that are not on this agenda

### 5. Written reports from County and District Councillors

### 6. Open session for Members of the Public

### 7. Planning

1. DC/25/2057 update
2. Kingfisher Farm update
3. Any further planning applications to be considered

### 8. Highways, local traffic and Roads

Riparian Toolkit - circulated ahead of meeting

### 9. Greener Barns Green update

### 10. Correspondence

1. Litter Picking
2. NALC New Clerk Training
3. Horsham Housing Event

### 11. Insurance renewal

To review and approve IPC insurance renewal - circulated ahead of meeting

12. Governance

1. To review and adopt an IT policy - circulated ahead of meeting
2. To review Mulberry audit report - circulated ahead of meeting

13. Finance

1. To approve all payments since 27th April 2026
2. To review and approve uptake of Scribe accounting software - circulated ahead of meeting
3. Direct Debit mandate HDC Dog Bin Emptying to be reviewed and signed
4. Bank reconciliation as at 18th May 2026 to be reviewed and signed
5. Signing of unaudited AGAR Section 1 - Annual Governance Statement 2025/26
6. Signing of unaudited AGAR Section 2 - Accounting Statements 2025/26

14. Any other business

15. Date of next meeting

Date of next Full Council Meeting is 22nd June 2026

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