



YOU ARE HEREBY SUMMONED to attend a
FULL COUNCIL MEETING
to be held Thursday 8th October 2026, 7:00pm
at the Town Hall, Maltravers Street, Arundel

**MEMBERS OF THE PRESS AND PUBLIC HAVE A
RIGHT TO ATTEND ALL COUNCIL AND COMMITTEE MEETINGS**

TO COUNCILLORS: Trevor Andrews, Oscar Ashton-Konig, Carole Beaty, Tom Gray, Tony Hunt,
Mayor Carolyn Kenney, Robin Lovell, Deputy Mayor Gigi Parker, Kevin Taylor,
Angela Standing, Michael Tu, Les Wood

CHAIR: The Mayor Carolyn Kenney

T31002.	APOLOGIES FOR ABSENCE
T31003.	PUBLIC QUESTIONS <i>15 minutes will be allowed for questions from the public relating to items on the agenda. Answers may be supplied in writing at the Chair's discretion. Each member of the public may speak for 3 minutes.</i>
T31004.	DECLARATIONS OF INTEREST by members of the Council in matters on the agenda.
T31005.	REPORTS FROM DISTRICT COUNCILLORS
T31006.	REPORT FROM COUNTY COUNCILLOR
T31007.	MINUTES OF THE FULL COUNCIL MEETING HELD ON 10th SEPTEMBER 2026 <u>To approve the minutes of the Full Council meeting held on 10th September 2026 as a true and accurate record of the meeting.</u>
T31008.	MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 23rd SEPTEMBER 2026 <u>To approve the minutes of the Finance Committee meeting held on 23rd September 2026 as a true and accurate record of the meeting.</u>
T31009.	MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 24th SEPTEMBER 2026 <u>To approve the minutes of the Planning Committee meeting held on 24th September 2026 as a true and accurate record of the meeting.</u>



T31010.	UPDATE ON AGREED ACTIONS To receive an update on actions arising from the minutes of the September Full Council meeting. <table><tr><th>Minute</th><th>Action</th><th>Owner</th></tr><tr><td>T3992</td><td>Locate the Council’s emergency equipment and review the contents of the emergency grab bag/box.</td><td>Town Officer</td></tr><tr><td>T3995</td><td>Simplify the revised Grant Application Form and add a “Reserves” field to the Financial Snapshot section before bringing it back to Council.</td><td>Town Officer</td></tr><tr><td>T3999</td><td>Review the retaining walls in the car park.</td><td>Town Officer</td></tr><tr><td>T3999</td><td>Arrange for the damaged lamppost by the Ford Roundabout to be addressed.</td><td>Town Officer</td></tr><tr><td>T31000</td><td>Amend the Data Protection Complaints Policy to ensure consistent wording requiring a clear outcome within 30 calendar days of acknowledging a complaint.</td><td>Town Officer</td></tr></table>	Minute	Action	Owner	T3992	Locate the Council’s emergency equipment and review the contents of the emergency grab bag/box.	Town Officer	T3995	Simplify the revised Grant Application Form and add a “Reserves” field to the Financial Snapshot section before bringing it back to Council.	Town Officer	T3999	Review the retaining walls in the car park.	Town Officer	T3999	Arrange for the damaged lamppost by the Ford Roundabout to be addressed.	Town Officer	T31000	Amend the Data Protection Complaints Policy to ensure consistent wording requiring a clear outcome within 30 calendar days of acknowledging a complaint.	Town Officer
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T31011.	REPORTS To receive the following reports: a) Town Officers’ Report b) Mayor’s Diary																		
T31012.	GRANT APPLICATION FORM To approve the revised 2026/2027 Grant Application Form																		
	CONFIDENTIAL BUSINESS The Council is asked to resolve that, under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business, as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.																		
T31013	CONFIDENTIAL MINUTES OF THE FULL COUNCIL MEETING HELD ON 10th SEPTEMBER 2026 To approve the confidential minutes of the Full Council meeting held on 10th September 2026 as a true and accurate record of the meeting.																		
T31014	CONFIDENTIAL MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 23rd SEPTEMBER 2026 To approve the confidential minutes of the Full Council meeting held on 10th September 2026 as a true and accurate record of the meeting.																		
T31015	CIL PROPOSAL To approve the proposed CIL spend																		



T31016	ARUNDEL TOWN COUNCIL PREMISES LICENCE To consider and agree the use of the Council's Premises Licence
T31017	EVENT PERFORMANCE To note Event Revenue Changes
T31018	CONFIDENTIAL BUSINESS To approve Staffing Matters

A handwritten signature in black ink, appearing to read 'Jon Howcroft-Stemp'.

Jon Howcroft-Stemp
Town Officer
Arundel Town Council
1st October 2026