

**Members of Singleton & Charlton Parish Council are summoned to a meeting on Wednesday 13th January 2016 at 7pm in
Singleton Village Hall**

Signed & dated *Jane Landstrom*, Jane Landstrom, Clerk & RFO to Singleton & Charlton Parish Council

AGENDA

**Fifteen minutes are available for the public to express a view or ask a question on relevant matters on the following agenda.
The public are welcome to stay to observe the rest of the meeting.**

1. Welcome & to receive and approve apologies for absence
2. Co-option of two new Councillors – to receive their Acceptance of Office and Code of Conduct
3. Declaration of Personal or Prejudicial Interest by Councillors in any of the items listed below and any changes to their Register of Interests.
4. Minutes of the previous meeting held on 18 November 2015 to be agreed and signed as a true record.
5. Singleton Valley Flood Action Group (SVFAG) update – Neil Hedger, Vice Chairman SVFAG and Parish Council
6. Police Community Support Officer Report – Mr Rob Gillan, Lavant & Boxgrove Wards
7. County Councillor’s Report - Mr Jeremy Hunt, Chichester North
8. District Councillor’s Report – Mr Henry Potter, Boxgrove Ward
9. Update on Action Points from the meeting on 18 November & to discuss matters arising not dealt with elsewhere on the agenda
 - Winter resilience and purchasing emergency equipment
 - Signage
 - Tree pruning by cemetery and pond clearance
10. Updated Councillor Roles & Responsibilities - taking into account new Councillors
11. 2016 budget and agreeing annual precept requirement
12. New Parish Council website – feedback and how to ensure best use to communicate our messages
13. Village Matters
 - A286 run off drains & railings opposite Grooms Yard
 - Grant Funding - IGas Energy Community Fund - Cemetery railings and footpath
 - Village Pond
 - Dog Bins and bags
14. Planning – current applications, decisions & appeals
15. Correspondence, invitations & meetings
16. Clerks Report including finance
 - Approval of Payments
 - Grass Cutting contract – appointing a contractor for next 3 years
 - New and existing Councillor training
 - Remaining opted in to the sector led body for audit purposes
 - Pension Employer Discretions