

Singleton Parish Council

Members of Singleton Parish Council are summoned to a Council Meeting on Wednesday 21st March 2018 at 7pm in Singleton Village Hall

Members of the Public

Members of the Public are very welcome to attend and will be given the opportunity to speak at item 6 on the agenda. There will also be reports from District and County Councillors as available.

All attending are reminded that Mobile devices should be switched to silent for the duration of the meeting.

AGENDA

1.	Apologies for absence	2 mins
2.	Declaration by Council Members of personal or prejudicial Interests in any of the agenda items below	3 mins
3.	Minutes of the last Parish Council Meeting - To approve as a correct record the Minutes of the Parish Council Meeting held on 15 th January 2018	5 mins
4.	County Councillor Report - Mr Jeremy Hunt, Chichester North Division – WSCC	5 mins
5.	District Councillor Report - Mr Henry Potter, Boxgrove Ward	5 mins
6.	Public Open Forum - 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish.	15 mins
7.	Review and update Members' Responsibilities	5 mins
8.	General Data Protection Regulation (GDPR)	10 mins
9.	Policy review <i>a) To discuss annual schedule for Standing Orders, & Financial regulations review</i> <i>b) To discuss schedule to review Code of Conduct policy</i>	5 mins
10.	Village Maintenance <i>a) Public Rights of Way – Review of Issues to report to Local Access Ranger</i> <i>b) Playground Inspection</i>	10 mins
11.	Update on on-going matters not covered elsewhere <i>a) Defibrillator update</i> <i>b) Chichester Bypass update</i> <i>c) Hyde Liaison meeting</i> <i>d) Other Meetings attended</i> <i>e) Upcoming meetings</i> <i>f) Consultations</i>	15 mins
12.	Village Matters for discussion <i>a) Emergency Plan</i> <i>b) Lavant Valley Update from Southern Water</i> <i>c) State of the River Lavant</i> <i>d) Singleton War Memorial</i>	15 mins
13.	Finance <i>a) Accounts for the period ended 28 February 2018, Approval of the Bank reconciliations for the periods 30 June 2017, 30 September 2017 and 31 December 2017</i> <i>b) Update by the clerk on current income & expenditure - Invoices paid and to be approved</i> <i>c) Grant applications status</i>	10 mins

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	<div><div><div>i) Transparency Code</div><div>ii) lgas</div><div>iii) Calor Gas Fund</div></div><div><div>d) Appointment on internal auditor</div><div>e) Insurance policy update</div><div>f) Any other financial issues</div></div></div>																																												
14.	<div><div>Planning</div><div><div>a) To consider the planning applications detailed below:</div><table><thead><tr><th>Reference</th><th>Property</th><th>Details</th><th>Planning Officer</th><th>Deadline for comment</th></tr></thead><tbody><tr><td>SDNP/18/00097/HOUS</td><td>Charlton End, East Dean Lane, Charlton</td><td>Proposed internal and external alterations to existing dwelling</td><td>Beverley Stubbington</td><td>14/2/18</td></tr><tr><td>SDNP/18/00098/LIS</td><td>Charlton End, East Dean Lane, Charlton</td><td>Proposed internal and external alterations to existing dwelling</td><td>Beverley Stubbington</td><td>14/2/18</td></tr><tr><td>SDNP/18/00313/TCA</td><td>The Old Post Office, Singleton</td><td>To reduce one Yew Tree by 5 Metres and the crown by 15%</td><td>Henry Whitby</td><td>19/3/18</td></tr><tr><td>SDNP/18/00852/TCA</td><td>Land South of The Fox Goes Free, East Dean Lane, Charlton</td><td>Notification of intention to reduce the height and north sector by 3m,reduce south and west sectors by 2m and east sector by 4m (maximum crown reduction of 30% and to even up the crown) on 1 no. Holm Oak tree (T1).</td><td>Henry Whitby</td><td>27/3/18</td></tr></tbody></table><div><div>b) To consider any other applications, decisions & appeals;</div><div>Decisions</div><table><thead><tr><th>Reference</th><th>Property</th><th>Details</th><th>Planning Officer</th><th>Decision date</th><th>Decision</th></tr></thead><tbody><tr><td>SDNP/17/06228/TCA</td><td>Crouchers</td><td>Tree work</td><td>Henry Whitby</td><td>24/1/18</td><td>Raise no Objection</td></tr><tr><td>SDNP/17/00500/LB</td><td>Iris Cottage, Singleton</td><td>Mortar work</td><td>Enforcement</td><td>13/3/18</td><td>No further action</td></tr></tbody></table><div><div>c) Other planning matters</div><div><div>i) Noise issue from Aerodrome and motor Circuit</div></div></div></div></div></div>	Reference	Property	Details	Planning Officer	Deadline for comment	SDNP/18/00097/HOUS	Charlton End, East Dean Lane, Charlton	Proposed internal and external alterations to existing dwelling	Beverley Stubbington	14/2/18	SDNP/18/00098/LIS	Charlton End, East Dean Lane, Charlton	Proposed internal and external alterations to existing dwelling	Beverley Stubbington	14/2/18	SDNP/18/00313/TCA	The Old Post Office, Singleton	To reduce one Yew Tree by 5 Metres and the crown by 15%	Henry Whitby	19/3/18	SDNP/18/00852/TCA	Land South of The Fox Goes Free, East Dean Lane, Charlton	Notification of intention to reduce the height and north sector by 3m,reduce south and west sectors by 2m and east sector by 4m (maximum crown reduction of 30% and to even up the crown) on 1 no. Holm Oak tree (T1).	Henry Whitby	27/3/18	Reference	Property	Details	Planning Officer	Decision date	Decision	SDNP/17/06228/TCA	Crouchers	Tree work	Henry Whitby	24/1/18	Raise no Objection	SDNP/17/00500/LB	Iris Cottage, Singleton	Mortar work	Enforcement	13/3/18	No further action	10 mins
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15.	Correspondence	5 mins																																											
16.	<div><div>Agenda items for Future Meetings</div><div><div>a) The Leys Signage</div><div>b) The Leys car parking issue</div><div>c) School parking issue</div><div>d) Goodwood Liaison meeting</div></div></div>	5 mins																																											

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17.	Date for ANNUAL PARISH MEETING	5 mins
18.	Dates of Next Meeting: WEDNESDAY 16th MAY 2018 in Singleton Village Hall at 7pm	

Signed & dated : Clerk to Singleton Parish Council 16/3/2018

Parish Council members: Cllr John Elliott (Chairman); Cllr Rachel Castagne, Cllr Nick Conway, Cllr Deborah Harwood, Cllr Brett Munden, Cllr Diana Parish, Cllr Diane Snow, Cllr Jon Ward, Cllr Julia Wilder.
