

Singleton Parish Council

Members of Singleton Parish Council are summoned to a Council Meeting on Wednesday 21th November 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 10 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

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| Apologies for absence | 2mins |
| Declaration by Council Members of personal or prejudicial Interests in any of the agenda items below | 2mins |
| Minutes of the last Parish Council Meeting - To approve as a correct record the Minutes of the Parish Council Meeting held on 19 th September 2018 | 2mins |
| Chairman's Report – WW1 | 2 mins |
| County Councillor Report - Mr Jeremy Hunt, Chichester North Division – WSCC | 5 mins |
| District Councillor Report - Mr Henry Potter, Boxgrove Ward | 5 mins |
| Public Open Forum - 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish. | 15 mins |
| General Data Protection Regulation (GDPR) a) Parish Councillor Email addresses b) Retention Policy Data Privacy notice | 5 mins |
| Policies For Adoption/Review Document Retention & Disposal Scheme Risk Management Policy Code of Conduct for Members Health & Safety Policy Financial Regulations Risk Assessment Freedom of Information Fixed Asset Policy | 15 mins |
| Village Maintenance Roads update Pond Clearing – Thanks Notice Boards Rectory Drive Playground Flag | 5 mins |
| Update on on-going matters not covered elsewhere a) Meetings attended b) Upcoming meetings – Four Parishes Community Initiative c) Consultations Velo South Road Traffic Group | 15 mins |
| Village Matters for discussion a) Emergency Equipment housing update b) Emergency Plan update from the Working Party – to be discussed c) Flood Action Group report | 15 mins |

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| | d) Fixed Asset List | |
| | Finance a) Review of expenditure v budget, approval of the Accounts and bank reconciliations for the period ended 31 October 2018, b) Payments for consideration c) Grant applications status d) Any other financial issues Budget 2019/20 Bank Account Signatories | 10 mins |
| | Recruitment of new Clerk Admin discussion | 5 mins |
| | The Leys/School Parking/Ownership of /The Leys Land /Ghost Willows | 5 mins |
| | Planning | 10 mins |

See Separate Document

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| | Grant Applications - Suggestions | 10 mins |
| | Correspondence | 5 mins |
| | Agenda items for Future Meetings | 5 mins |
| | Dates of Meetings 2019/20 | 5 mins |

Signed & dated : Clerk to Singleton Parish Council

Parish Council members: Cllr John Elliott (Chairman); Cllr Rachel Castagne, Cllr Deborah Harwood, Cllr Diana Parish, Cllr Diane Snow, Cllr Jon Ward, Cllr Julia Wilder, Cllr John McDonald, Cllr Adrian Taylor
