

SINGLETON PARISH COUNCIL
PARISH COUNCIL MEETING (PCM) MINUTES
WEDNESDAY 21st SEPTEMBER 2016 AT 19:00
SINGLETON VILLAGE HALL

	ACTION
<p><u>PRESENT</u></p> <p>Cllr John Elliott, Chairman; Cllr Neil Hedger; Cllr Jon Ward; Cllr Diane Snow; Cllr Julia Wilder, Cllr Nick Conway, Cllr Diana Parish and Clerk & Proper Officer Jane Landstrom</p>	
<p><u>IN ATTENDANCE</u></p> <ul style="list-style-type: none"> • Jeremy Hunt, West Sussex County Council, Chichester North • Henry Potter, Chichester District Councillor, Boxgrove • 13 members of the public 	
<p><u>069.16</u></p> <p>AGENDA ITEM 1: WELCOME AND TO RECEIVE & APPROVE APOLOGIES FOR ABSENCE</p> <p>The Chairman welcomed everyone to the meeting and the Clerk received apologies from Cllr Rebecca Trowell.</p>	
<p><u>070.16</u></p> <p>AGENDA ITEM 2: DECLARATION OF PERSONAL OR PREJUDICIAL INTERESTS BY COUNCILLORS AND CHANGES TO THEIR REGISTER OF INTERESTS</p> <p>No interests were declared and there were no changes to the register of interests.</p>	
<p><u>071.16</u></p> <p>AGENDA ITEM 3: CO-OPTION OF NEW COUNCILLOR IF ANYONE HAS COME FORWARD</p> <p>The Clerk confirmed that she hasn't received any expressions of interest and it was agreed that the vacancy advert will continue to be displayed on the PC website, notice boards and the Valley Diary.</p>	Clerk to ensure vacancy advert on website and in the VD
<p><u>072.16</u></p> <p>AGENDA ITEM 4: MINUTES OF THE PREVIOUS MEETING HELD ON 20 JULY TO BE AGREED AND SIGNED AS A TRUE RECORD</p> <p>It was RESOLVED by all councillors that the minutes should be agreed and signed as a true record. Chairman Cllr Elliott duly signed the minutes.</p>	
<p><u>073.16</u></p> <p>AGENDA ITEM 5: SINGLETON VALLEY FLOOD ACTION GROUP (SVFAG) UPDATE – CLLR NEIL HEDGER, VICE CHAIRMAN SVFAG & PARISH COUNCIL</p> <ul style="list-style-type: none"> i. Update on any ongoing works / activities recently completed to include timescales ii. Update and notification of any technical or relevant surveys and/or expert input received/required iii. Notification of any proposed or upcoming works / activities including timescales 	

<p>iv. Update on any changes to local flood risks</p> <p>v. Any help and support required from the PC</p> <p>vi. Any other business</p> <p>vii. Questions and comments</p> <p>Cllr Hedger commented that it it's difficult to provide a report as he has been asked by the Chair of SVFAG not to provide any more updates until normal communications have once again been established. He said that in the statement they read at the last meeting, the SVFAG asked that all communication go through themselves and asked that the PC not go directly to agencies. The SVFAG believe this has not been the case as they understand that someone from the PC has spoken to the Environment Agency (EA) without their knowledge which has caused considerable upset. No Cllrs from the PC said that they had been in touch with the EA.</p> <p>Cllr Hedger went on to say that because of what's happened, the planned river clearance which was due to take place at the weekend may not now take place even though they have permission from the relevant agencies. Another member of the SVFAG commented that they also have someone from the Wildlife Trust who is going to be on-site helping with clearance and to ensure no damage is done to wildlife.</p> <p>Cllr Hedger commented that the river work done last autumn was supported by all the agencies and Cllr Hunt from WSCC agreed and said that as far as WSCC and the EA were concerned, the work undertaken was an exemplary example of how to deal with a chalk stream and was signed off and approved.</p> <p>Cllr Ward commented that there is no point in dwelling on the past as both parties made mistakes, the important thing now is to focus on the future and asked that everyone moves on.</p> <p>Cllr Hedger went on to say that in terms of their future plans, the SVFAG are planning to repair the falling wall on the bend in the river by the Coach House and Grove House, lower the pipe by the Cricket Field which currently stands proud, continue to clear the banks on an ongoing basis and also to get in touch with the people responsible for Cowper Lodge as their banks are overgrown and the bank is migrating into the river.</p> <p>A resident raised the issue of Riparian Rights and commented that last year the villagers were not asked if the river works could be undertaken on their land before a digger went down the river. Cllr Hedger commented that he understands riparian rights and as a responsible body, the SVFAG has every right to clear the river.</p> <p>Cllr Ward commented that as this area's Lead Local Flood Authority, it is WSCC who have the rights to undertake river work and not the SVFAG. In the case of last year therefore, it was WSCC who had that authority not SVFAG. He stressed however that that was last year and urged everyone to move on.</p> <p>The same resident asked why the villagers hadn't been told about the upcoming river clearance at the weekend and the same member of the SVFAG said that it has been advertised in the Valley Diary and that every house has had a leaflet to which the resident replied saying she hadn't received one.</p> <p>A member of SVFAG commented that she couldn't understand why there is resistance to clearing the river and asked that more members of the PC get involved with the weekend work. She thanked Cllr Snow for agreeing to help out. She went on to say that the EA, WSCC and CDC are all supportive of the river work being done as long stretches are overgrown and slow down the flow.</p> <p>Cllr Hedger reiterated that there won't be any future updates until normal communications have been restored.</p>	
<p><u>074.16</u></p> <p>AGENDA ITEM 6: COUNTY COUNCILLOR'S REPORT – CLLR JEREMY HUNT</p> <p><i>Railings by bus stop</i> - Cllr Hunt said that he has been looking into the possibility of how to get traffic lights whilst the repainting is being done and WSCC highways have said that they don't have the budget to pay for them so he is exploring other options with Balfour Beatty who are keen to support community projects. He will continue to explore and get back to us.</p>	<p>Cllr Hunt to explore traffic lights</p>

<p>Festival of Speed (FOS) – Cllr Hunt said that he and representatives from the local PC’s including Cllr Ward from this PC had a useful meeting where Goodwood explained that the problems they had with car parking and queuing traffic was caused by wet ground which slowed all the gateways. To help in the future, they are installing matting / gripper.</p> <p>Safer in our hands campaign – Cllr Hunt explained that the Sussex Police and Crime Commissioner are undertaking a study to look at whether there is a case to take control of West Sussex Fire and Rescue Service (FRS). The service is currently part of the County Council and sits at the heart of the authority’s Communities and Public Protection Directorate. WSCC believes the FRS should remain as part of the County Council where it can continue to carry out this vital work for communities and Cllr Hunt asked that Cllrs pledge their support and sign the petition. The Clerk agreed to promote on the website.</p> <p>A27 Chichester Bypass – Cllr Hunt mentioned that the consultation closes tomorrow and that both CDC and WSCC have voted in favour of option 2 with environmental caveats as it meets more strategic goals than the other options.</p> <p>Cllr Elliott asked if the WSCC Highways rangers are still in force and Cllr Hunt said no, they have been disbanded.</p> <p>Cllr Ward asked if Cllr Hunt could look into why a section of Charlton Road has been repaired but the edges with pot holes had not and Cllr Hunt agreed to look into it.</p> <p>Cllr Potter said that there is a storm drain on the A286 half way between Town lane and Gonville Gate which has broken away from the kerb and Cllr Hunt agreed to take a look.</p>	<p>Clerk to promote safer in our hands campaign on website</p> <p>Cllrs to sign petition</p> <p>Cllr Hunt to investigate Charlton Road repair & broken storm drain.</p>
<p>075.16</p> <p>AGENDA ITEM 7: DISTRICT COUNCILLOR’S REPORT – HENRY POTTER</p> <p>Cllr Potter read the following report which had been previously circulated by the Clerk:</p> <p><i>“First of all, I sensed a measure of fear concerning the meeting last week where the Goodwood Estate Company outlined their position within your community. Their offer to help with a Singleton Neighbourhood Plan is worthy of consideration bearing in mind that they own almost all the land within the Parish, NPs are expensive to produce and although there are grants available, these are insufficient to cover the entire cost resulting in an additional drain on Parish precepts. The making of a NP MUST be led by the community through a team of residents drawn from the community, NOT the Parish Council, though they will be involved, NOR by any other person/organisation. Goodwood would be completely unable to include in your Plan anything which you are in disagreement with. I personally would commend the offer from Goodwood to help with your plan, but you, the community will always be in charge.</i></p> <p><i>The a District Council, yesterday, voted to support Option 2 of the proposals to upgrade the A27 existing Bypass despite much opposition from Councillors in the south of the District and protests from the public. This option is by far the best available and I hope that it will be adopted by Highways England. If this is to be the case there will be further consultation on option 2 which should include better alternatives to the closure of Oving Traffic lights which, for the moment, have been saved by a planning decision by the CDC Planning Committee last week.</i></p> <p><i>Finally, I received a scoping report from WSCC which outlined an Environmental Impact Assessment for a new dual sewage pipeline from Whitehouse Farm 6 miles to Easthampnett WWTW right through Chichester. From west of Centurion away, across Broyle Road through the middle of The Graylingwell development. Across the river Lavant south of Goodwood Airfield and through the development at Westhampnett (between Madgwick Lane and Stane St.) north of the Rolls Royce Assembly Works and Westerton, south of Strettington then across the A27 through Tangmere to the WWTW in Easthampnett Lane. This is to facilitate the developments to the west of the city. Depending on the weather it is expected to take 81 weeks. More disruption everywhere.</i></p> <p><i>I've just heard on the 8 o'clock news this morning that Southern Water is the WORST performing water company in Britain. Nothing new there then!!!</i></p>	

Finally, finally! A reminder of the CDC All Parishes Meeting next Thursday at East Pallant House. Finger buffet at 6 pm, the meeting starts at 7pm”

Henry Potter

Cllr Ward asked both Cllr Potter and Cllr Hunt if CDC and WSCC can support the PC with trying to get Southern Water to stop polluting the river and put pressure on them to start acting responsibly. He suggested a meeting with themselves and the EA. Both Cllrs agreed to a meeting.

Cllr Hunt commented and a member of the public agreed that although there needs to be dialogue with Southern Water, we need to recognise the fact that they have already done a huge amount of work in the Lavant Valley, spending circa £2 million and although the problem is not 100% solved, they are working towards it.

Cllr Ward to set up a meeting with Cllr Potter, Cllr Hunt, EA and himself.

076.16

AGENDA ITEM 8: MATTERS ARISING - COUNCILLORS & CLERK TO REPORT BACK ON ACTION POINTS FROM THE LAST MEETING OF 20 JULY AND ANY OTHER BUSINESS

The Clerk confirmed that she has actioned all of the points that came up from last meeting and no further action is required.

Councillors also confirmed their action points have been completed or are in hand with the exception of:

Consider options for making the entrance to the village on A286 more attractive – it was agreed that this would be revisited at the next meeting.

077.16

AGENDA ITEM 9: VILLAGE MATTERS WHICH HAVE ARISEN SINCE LAST MEETING

i. Discuss the outcome of the Goodwood meeting held in St Mary's Church on 12 September

This was discussed at the end of the meeting.

ii. Expenses incurred – Village Design Statement

Cllr Snow confirmed she did not need reimbursing for any expenses related to the VDS. Cllr Elliott expressed his thanks on behalf of the PC for all the hard work Cllr Snow has put into the VDS.

iii. Post Office closure & new mobile service

Following discussion, it was RESOLVED that the Clerk should respond to the Post Office consultation on behalf of the PC and put forward that the PC feel it should be a village location rather than the Museum and that the best place would be in the lay by next to Little Garth at the junction of Grove Road and Cobblers Road as the Partridge Inn car park is uneven. It should also be open twice weekly, one morning and one afternoon.

At 19:57, Jeremy Hunt, Henry Potter and Cllr Conway left the meeting.

Cllr Ward spoke about the ongoing project of trying to extend the Fox Goes Free Car Park and commented that he is talking with Sue and Christian (who were in attendance) about how best to do this. The next stage is to try and get some quotes as to how much this will cost and it has been agreed that Goodwood will provide the land.

iv. Parking at Bankside

Cllr Elliott said that when Hyde Martlett originally took on the houses at Bankside it was always agreed that they would deal with the cars parked and try and get them off the road and they allocated money towards doing this. A discussion followed and a member of public commented that in some ways the cars are good as it slows down the traffic and suggested that if the money exists, could it be spent on something else instead? It was **RESOLVED** that the Clerk and Cllr

Clerk to respond to PO consultation on behalf of PC

Cllr Ward to continue to progress Fox Goes Free car park

Clerk to write to Hyde Martlett

Elliott write a letter to Hyde Martlett asking if the allocated money was still available.

v. Emergency Plan & equipment

It was agreed that this would be looked at next meeting.

vi. Chichester Electoral Review

Cllr Elliott confirmed that this will mean that our CDC Councillor Henry Potter will go from 6-8 parishes. Following discussion, it was **RESOLVED** that the PC did not need to respond to the CDC consultation.

vii. A27 Proposals

The Clerk said that she had received an email from CDALC and said that they were offering to put forward the majority view on behalf of all Parishes if there was one. Following discussion, it was **RESOLVED** that the PC should not respond or have a view on the proposals but that Councillors were welcome to comment as individuals if they liked.

Cllr Elliott asked whether signs should be put up at the pond asking people not to undertake any work to it. Following discussion, it was **RESOLVED** that the signs shouldn't be put up as most people are aware that it is the responsibility of the Parish Council to maintain it.

078.16

AGENDA ITEM 10: PLANNING – CURRENT APPLICATIONS, DECISIONS & APPEALS 20 JULY – 21 SEPTEMBER

Current Applications that need commenting on:

There were no applications that required comment.

Decisions:

SDNP/16/02229/CM - iGAS Energy, Singleton Oilfield, A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex, PO18 0HL

Application for the drilling of 2 new oil wells in existing well cellars on an existing site. Intention to develop further production from the site, together with the installation of new oil storage tanks.

Singleton Parish Council supports this application

Approved 23 August 2016

SDNP/16/02833/HOUS - Mr Robert Banks, Down Cottage, Cobblers Row, Singleton, PO18 0HN Repairs to existing outbuilding to include a new corrugated metal roof, repairs and replacement to timber roof structure and new replacement cladding to end wall.

Singleton Parish Council supports this application

Approved. 3 August 2016

SDNP/16/02615/LIS - Mr Robert Banks, Down Cottage, Cobblers Row, Singleton, PO18 0HN

Repairs to existing outbuilding to include a new corrugated metal roof, repairs and replacement to timber roof structure and new replacement cladding to end wall.

Singleton Parish Council supports this application

Approved. 3 August 2016

SDNP/16/03352/TCA Mr Anthony Treacher, Blundells, Paddock Lane, Singleton, Chichester, West Sussex, PO18 0EX

Notification of intention to remove (approx. 13 no. trees) forming a vegetative screen/hedge along the eastern boundary of Blundells (between Blundells and Sunnyburst) on 1 no. Cypress hedgero

Singleton Parish Council supports this application

Raise no Objection. 5 Aug 2016

SDNP/16/01680/CND - iGAS Energy, Singleton Oilfield, A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex, PO18 0HL

Conditions(s) Variation: Condition Number(s): 2 and 3, Seeking extension to life of operations until 31st December 2031 and Amendment of cessation date to 31st December 2031 from Application Reference Number: WSCC-097-10-SE-SDNP. Approved: 03/12/2010

Singleton Parish Council supports this application

Approved 20 July 2016

SDNP/16/01681/CND - iGAS Energy, Singleton Oilfield, A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex, PO18 0HL

Conditions(s) Variation: Condition Number(s): 2, 3 and 4, Seeking extension to life of operations until 31st December 2031 and Amendment of cessation date to 31st December 2031 from Application Reference Number: WSCC-055-11-SE-SDNP Approved : 07/11/2011

Singleton Parish Council supports this application

Approved 20 July 2016

SDNP/16/01677/CND - iGAS Energy Singleton Oilfield, A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex PO18 0HL

Conditions(s) Variation: Condition Number(s): 3, Seeking extension to life of operations until 31st December 2031 and Amendment of cessation date to 31st December 2031 from Application Reference Number: SE-5807-06 Approved: 13/02/2007

Singleton Parish Council supports this application

Approved 20 July 2016

SDNP/16/01674/CND - iGAS Energy Singleton Oilfield, A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex, PO18 0HL

Conditions(s) Variation: Condition Number(s): 3 and 4, Seeking extension to life of operations until 31st December 2031 and Amendment of cessation date to 31st December 2031 from Application Reference Number: SE/94/422 Approved: 16/05/1994

Singleton Parish Council supports this application

Approved 20 July 2016

SDNP/16/01672/CND - iGAS Energy, Singleton Oilfield A286 Cobblers Row to Middlefield, Singleton, Chichester, West Sussex PO18 0HL

Conditions(s) Variation: Condition Number(s): 3, Seeking extension to life of operations until 31st December 2031 and Amendment of cessation date to 31st December 2031 from Application Reference Number: SE/32/90 Approved: 10/05/1991

Singleton Parish Council supports this application

Approved 20 July 2016

SDNP/16/03542/FUL - Richard Pailthorpe, Weald And Downland Open Air Museum, A286 Town Lane To The Grove, Singleton, PO18 0EU

Temporary permission for a period of 5 years to relocate the existing pre-fabricated cabin for use as offices.

Singleton Parish Council supports this application

Approved 5 September 2016

SDNP/16/03723/TCA - Mr Ian Farman, Little Meadow Cottage, Foxhall, Charlton, Singleton, Chichester, West Sussex, PO18 0HU

Notification of intention to crown reduce of the outer sectors and heights by up to 2m and crown thin by 15% on 2 no. Silver Birch trees. Reduce 1 no. lower limb on southern sector back to the secondary forking point from the tree's trunk on 1 no. Silver Birch (southern) tree.

Singleton Parish Council supports this application

Raise no Objection. 5 September 2016

SDNP/16/03586/LIS - Mr Gary Powell, The Corner Cottage, Cobblers Row to The Grove, Singleton, Chichester, West Sussex, PO18 0HA

Proposed new annex roof to replace existing

Singleton Parish Council supports this application

Approved 8 Sept 2016

SDNP/16/02967/FUL - Mr Aiden de Brunner, Manor Farm, A286 Town Lane to The Grove, Singleton, Chichester, West Sussex, PO18 0EX

Retrospective planning application for change of use of agricultural land to form a riding area, including all works associated with the creation of the arena, including edging, surfacing, minor re-profiling of the land and associated landscape planting.

Having read the documents Singleton Parish Council believe the alterations solve all earlier objections and we strongly support this application

Approved 9 Sept 2016

SDNP/16/03599/HOUS - Ms M Griffiths & Mr K Gold, Wayside, A286 Cobblers Row To Middlefield, Singleton, PO18 0HD

Change use of garage to habitable accommodation and new roof over. Installation of new front porch and veranda, new open sided glass sun room to rear and external alterations to suit including replacement windows, new entrance door, recladding of dormers and insertion of flue to woodburner.

As Parish Chair of Planning I am pleased to say the majority of Singleton Parish Council support this application.

Approved 16 Sept 2016

079.16

AGENDA ITEM 11: CLERKS REPORT INCLUDING FINANCE

Since last meeting, the following invoices have been approved for payment:

EXPENDITURE	DETAIL	DATE (TO BE) PAID	AMOUNT
WSSC	Clerk's July Salary	02-Sep-16	423.36
Singleton Village Hall	CDC grant for Queen's birthday	26-Aug-16	£ 250.00
CDC	Dog bins	02-Sep-16	£ 1,191.00
GB Sports & Lesiure	Green Paint for climbing frame	08-Sep-16	£ 88.98
KerryType Limited	30 copies VDS & 250 copies letter	16-Sep-16	£ 295.70

The following invoices were approved for payment:

PFK Little John	Limited Assurance Review	21-Sep-16	£ 240.00
ICO (Information Commissioner's Office)	Data Protection Registration – collected by DD on 7/10/16	21-Sep-16	£ 35.00
Singleton Henry Smiths	2016 Parish distribution	21-Sep-16	£ 3,300.00
Keith Goacher	Grass Cutting – 2nd half season	21-Sep-16	£ 1,050.00
WSSC	August Salary & July overtime	21-Sep-16	£ 564.36

The following income has been received:

INCOME RECEIVED FROM	DETAIL	DATE REC'D	AMOUNT
SALC	Transparency Claim	27-Jul-16	£ 634.50
CDC	2nd half Precept	09-Sep-16	£ 6,196.00
CDC	Queen's Birthday celebrations Grant (CDC)	02-Aug-16	£ 250.00
Henry Smith's Charity	2016 Parish Allocation	05-Sep-16	£ 3,300.00

Bank Reconciliation - 19 September 2016

Balances on accounts

Current Account	£ 7,493.57
Savings Account	£ 22,223.09
Total	£ 29,716.66

Less unrepresented cheques / online payments

None

Cash Book

Opening Balance 1 April 2016	£ 11,412.78
Add Receipts for the Year	£ 24,542.14
	£ 35,954.92
Less Payments for the Year	£ 6,238.26
	£ 29,716.66

Policies & Regulations

The Clerk advised that the PC still need to have policies on Grievance, Disciplinary, Email & Social Media, Data Protection and Retention of Documents. She will do this ASAP.

External Audit

The Clerk advised that the Notice of Audit from external auditors PFK Little John came back and all was ok. The only thing they picked up was that even though CDC pay the precept and grant combined, it has to be split to show how much is precept and how much is grant. The Clerk confirmed that this has been noted and won't happen again and said that the Annual Return is available to see on the website under finance and a notice has been displayed on the notice board.

Clerk to
make
payments

Clerk to
write
policies

Clerk's Networking Day

The Clerk confirmed that this has been booked for 1st November 2016, The Felbridge Hotel, East Grinstead at a cost of £10 as the Pc has a credit due to missed new councillor training.

Training

The Clerk advised that SALC have finalised their training programme for 2017 including Councillor Briefing and Awareness, Planning, Housing, Visioning, Chairmanship, HR, Social Media and has been circulated to all councillors. All Councillors should as a minimum attend the councillor training.

Website Updates

The Clerk advised that no new web content has been put up except for news stories and advised the Councillors to regularly then news page.

Insurance Renewal

The Clerk advised that the insurance is due for renewal on 31 September and has received 2 quotes. The PC paid £587.93 last year and have budgeted £650 this year.

Came & Company, Specialist Broker has recommended Hiscox at £625.21 a year including insurance premium tax with a £250.00 excess for each claim. £593.95 for 3 years.

Zurich is £ 640.63 a year including insurance premium tax with a £250.00 excess for each claim. £602.96 for 3 years.

Both have comparable levels of cover (Hiscox £10m Public liability, Zurich £12m) and are based on the up to date PC asset schedule. The Clerk said she has received an email from the ex-Chairman of the village hall, saying that the buildings and contents of the village hall is covered by the VHC.

Following discussion, it was **RESOLVED** that the PC should take out insurance with Hiscox on a 3 year fixed deal.

Clerk to attend networking

All Cllrs who have not attended new councillor training need to book on

All Cllrs to regularly check news page

Clerk to take out insurance with Hiscox on 3 year fixed deal

080:16

AGENDA ITEM 12: COUNCILLOR'S REPORTS

Cllr Elliott said that he is meeting with Josh Collins and Rev Kev soon to agree the work at the cemetery. He proposed that the money we had set aside for planting at Jubilee Gardens be out towards the cemetery instead. Following discussion, this was **RESOLVED**.

The Clerk asked about the Lavant Valley Partnership Meeting on 8 September, and Cllr Elliott said there was nothing to report.

There were no other reports.

Cllr Elliott to continue to progress cemetery project

081:16

AGENDA ITEM 13: CORRESPONDENCE, INVITATIONS & MEETINGS 20 JULY – 21 SEPTEMBER 2016

The following was discussed and agreed:

DATE	FROM	DETAIL	ACTION AGREED
23-Aug	CDC	All Parishes Meeting Wed 28 September at East Pallant House 7.00 pm, with a buffet available from 6.00 pm, and finish by 9.00 pm. There will be a presentation and discussion on the following – the Housing & Planning Act, Community Land Trusts and home ownership options for first time buyers. There will also be the usual open Q&A session.	Cllr Hedger to attend

Cllr Hedger to attend All Parishes meeting

23-Aug	SSALC	Whats new in planning training session. Tuesday 11th October 2016 (registration 1745, 1800 start finishing at 2100 Bradbury Meeting Hall, Lodge Hill Centre, London Road, Watersfield, Nr Pulborough, West Sussex, RH20 1LZ £55 plus VAT each delegate	Cllr Snow unable to attend	Cllr Snow & Wilder to attend SDNPA meeting
12-Aug	SDNPA Chris Paterson	South Downs National Park Authority - Town and Parish workshops 23 November starting at 6.30pm in the South Downs Centre, Midhurst The workshops will present proposed land allocations for housing, local green spaces, employment land and gypsy and traveller sites that will be included in the South Downs Local Plan. Town and Parish Councils will be able to view all the proposed sites and be given an opportunity to feedback	Cllr Snow and Cllr Wilder to attend	
15-Sep	SSALC	SSALC training Programme for 20167	Cllrs to let Clerk know if they want to attend any training	

082.16

AGENDA ITEM 9: VILLAGE MATTERS WHICH HAVE ARISEN SINCE LAST MEETING

i. Discuss the outcome of the Goodwood meeting held in St Mary's Church on 12 September

Cllr Ward explained that Goodwood are keen to grow the relationship with the Parishes that border the estate and that they want to liaise in a closer way than they have done in the past. He feels that Estate Planning through the Stewardship Proposal, will give both Singleton and Charlton and Goodwood a degree of protection and both will benefit from working together. He proposed that Singleton and Charlton accept Stewardship as there are advantages of working alongside Goodwood.

Cllr Elliott agreed and mentioned that he would write a letter to Goodwood apologising for the impolite outburst from a member of public at the meeting on 12th. All councillors agreed and it was **RESOLVED** that Cllr Elliott would write the letter.

There was discussion about the VDS and acknowledgement that while the draft version was very good, it would benefit from a needs and wants section to show vision and a plan for the future. It was acknowledged that through Stewardship, Goodwood could help with this and produce a robust VDS.

A member of public asked about the map that Goodwood showed at the meeting identifying pockets of land. Cllr Ward said this was in the public domain and asked that it appears on the PC website.

It was **RESOLVED** that Singleton and Charlton accept Goodwood's Stewardship Proposal and that Cllr's Ward, Elliott and Snow meet with Jeremy Hill from Goodwood to progress ensuring a first draft of the VDS is received by the SDNPA in the Spring.

Cllr Elliott to write apology letter to Goodwood
Clerk to put map on website
Cllrs Ward, Elliott & Snow to meet with Jeremy Hill & progress VDS

The meeting closed at 21.10 hrs.

The next Parish Council Meeting will be held on Wed 23 November 2016, 19:00 at Singleton Village Hall.

Attachments to Minutes: There are no attachments

These minutes are an accurate record of the meeting

Signed:

Name & Position:

Date: