

**SINGLETON PARISH COUNCIL  
EXTRAORDINARY MEETING MINUTES**

FRIDAY 9<sup>TH</sup> JUNE 2017 AT 12.00 NOON - SINGLETON VILLAGE HALL

	ACTION
<p><b><u>PRESENT</u></b></p> <p>Cllr John Elliott (Chairman); Cllr Jon Ward; Cllr Julia Wilder, Cllr Diana Parish, Cllr Diane Snow and Clerk &amp; RFO Caroline Davison</p>	
<p><b><u>030-17</u></b></p> <p><b>AGENDA ITEM 1: APOLOGIES FOR ABSENCE</b></p> <p>Apologies for absence were received from Cllrs Neil Hedger and Nick Conway</p>	
<p><b><u>031-17</u></b></p> <p><b>AGENDA ITEM 2: DECLARATION OF INTERESTS</b></p> <p>i) There were no declarations of interest</p> <p>ii) There were no dispensation requests.</p>	
<p><b><u>032-17</u></b></p> <p><b>AGENDA ITEM 3: CO-OPTION OF NEW PARISH COUNCILLORS</b></p> <p>The Clerk confirmed that she hadn't received any expressions of interest. It was agreed that the vacancy advert would continue to be displayed on the PC website, notice boards and the Valley Diary.</p>	
<p><b><u>033-17</u></b></p> <p><b>AGENDA ITEM 4: PUBLIC OPEN FORUM</b></p> <p>There were no members of the public present at the meeting.</p>	
<p><b><u>034-17</u></b></p> <p><b>AGENDA ITEM 5: CHAIRMAN'S REPORT</b></p> <p>The Chairman did not wish to report on anything additional to the given Agenda Items.</p>	

**AGENDA ITEM 6: FINANCE AND CORPORATE**

a) i) **035-17 Annual Governance Statement**

The Council considered the Annual Governance Statement for 2016/17 and

**Resolved that** the Annual Governance Statement for 2016/17 be approved and signed by the Chairman and the Clerk. (Appendix i)

ii) **036-17 Accounting Statement of the Annual Return**

The Council considered the Accounting Statement prepared by the Responsible Financial Officer  
and

**Resolved that** the Accounting Statement of the Annual Return for 2016/17 be signed by the Chairman and RFO. (Appendix ii)

iii) **037-17 End of Year Accounts 2016/17**

The Council received the End of Year Accounts 2016/17 prepared by the Responsible Financial Officer and

**Resolved that** the End of Year Accounts 2016/17 be signed by the Chairman. (Appendix iii)

b) **038-17 Resolved that** the list of payments be approved for the period 17<sup>th</sup> May 2017 to 9<sup>th</sup> June inclusive. (Appendix iv)

**039-17**

**AGENDA ITEM 7: PLANNING**

It was noted that the Yew Tree which the Parish Council had been advised would be pruned was in the process of being felled. The Parish Council agreed to write to Henry Whitby to request confirmation of the reasoning behind this change.

The Parish Council's responses to recent planning applications were agreed and noted. (Appendix iv)

**Communication to be sent to Henry Whitby.**

**040-17**

**AGENDA 8: SINGLETON FLOOD ACTION GROUP**

At the Parish Council Meeting on 17<sup>th</sup> May 2017 it had been reported by the County Councillor, Jeremy Hunt, that the Singleton Flood Action Group had received a grant for further works. Members had raised concerns that communications between the Parish Council, the Flood Action Group, the local County Councillor and the County Council needed to improve to ensure that residents in the Parish were kept correctly informed of all proposed flood prevention works in a timely manner. The compromise in communications had arisen since the Singleton Flood Action Group had no longer been part of the Parish Council. It was felt by Members that it was

**Letter to be sent to Jeremy Hunt (WSCC) from Cllr John Elliott**

important that they were kept informed about by the Singleton Flood Action Group in respect of intended works and their location in the Parish.

Members agreed the wording of a letter to be sent to Cllr Jeremy Hunt raising the Parish Council's concerns and putting forward proposals to establish better communications between all parties in the future.

**Resolved that** the letter from Cllr John Elliott be sent to Cllr Jeremy Hunt (WSCC).

**041-17**

**CEMETERY RESTORATION PROJECT**

The Parish Council finalised arrangements and details for the Grand Opening on 5<sup>th</sup> July 2017.

**042-17**

**ITEMS FOR AGENDAS OF FUTURE MEETINGS**

- Singleton Flood Action Group

**043-17**

**DATE OF NEXT MEETING**

It was noted that the next Parish Council Meeting will be held at 7.00pm on Wednesday 19th July 2017 at Singleton Village Hall.

There being no further business the meeting closed at 13.20 hrs.

**Confirmed that these minutes are a true and accurate record of the meeting**

Signed:

Name & Position:

Date: