

SINGLETON PARISH COUNCIL

APPROVED Minutes of the Meeting of the Parish Council held at 7pm on Wednesday 25th April 2018 at Singleton Village Hall

PRESENT: Cllr John Elliott (JE) (Chairman); Cllr Diana Parish (DP), Cllr Diane Snow (DS), Cllr Jon Ward (JWa), and (JWi), Cllr Rachel Castagne (RC)

Cllrs Jeremy Hunt (WSCC) and 4 members of the public also attended.

AGENDA ITEM 1- WELCOME - JE welcomed all those present.

AGENDA ITEM 2 - APOLOGIES FOR ABSENCE

Cllr Deborah Harwood (DH) and Cllr Julia Wilder sent their apologies for being unable to attend the meeting

AGENDA ITEM 3 - CHAIRMAN'S REPORT OF THE PARISH COUNCIL ACTIVITIES OVER THE PAST YEAR

This year has had many difficult challenges, new clerk, then locum clerk and we are now settled with Louise Collis.

We have had some good outcomes in what we have achieved, the old cemetery reclamation 99% complete – Diane Snow & Julie Wilder are a strong force for the environment through out the village in every way including the old cemetery.

Then we have Di Parish our chief of painting and other village matters to keep the village clean & tidy.

I have to report after many years of service Nick Conway has decided to stand down, we thank him for his service, especially snow clearing .

Earlier this spring we had 3 new members join us from Singleton - Deborah Harwood & Brett Munden- & 1 new member from Charlton- Rachel Castagne. We hope that they enjoy positively running the parish.

It is still my wish that a nature board is erected by the village pond and dedicated to Bill Spence, past chairman, for all his engineering services with sewers & pumps.

The Environment Agency have now promoted the Lavant to river status, which incurs more restrictions which we will ensure are adhered to.

The village hall & school parking is our next problem to resolve, but it is involved with many agencies, but we are getting a pavement by the phone box.

Planning is chaired by Diane Snow, who does a brilliant job. We are keen to see all listed properties are maintained within the rules.

In December we had a meeting with the chief executive, Police, plus all the housing & social agencies and we are still waiting for a response we can work with.

It has been a positive but difficult year, we will continue to do our best for the village

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AGENDA ITEM 4 – TALKS WITH TIME ALLOWED FOR QUESTIONS AND DISCUSSION

a) County Council Update - Annual Report by Jeremy Hunt, County Council Member for Chichester North

I can't believe another year has flown by - it seems like only yesterday that we were here having our last Elector's meeting.

For me it has been quite a busy year, with County Council elections last May. I was delighted to have been elected to represent you for another term of office and I look forward to supporting you over the next three years.

I'm aware that I reported fully on the Council tax increases at your last meeting in March. I also realise that you will all have received your council tax bills by now, but as this is the Annual Electors Meeting I would just like to give some background detail regarding the need for those increase.

The County Council continues to face continuing challenges in providing the services we do in the face of ever reducing funding. **The National Audit Office** (NAO) issued a report in March which clearly demonstrated how councils are 'struggling to juggle' higher demands and cost pressures, against a background of funding cuts of nearly 50% since 2010/11.

Our two largest budget spends are on Adult services and Children's Services. Adults, at nearly £195m represents 36.5% of our annual revenue spend and children, at nearly £96m, represent 18% of our budget. Despite both our excellent pro-active 'Think Family' programme - where we support whole families in order to turn their lives around, particularly supporting the children - and the work of our adult services teams, who again do excellent proactive work to ensure that older people can retain their independence for longer, - the numbers and complexities of these cases continues to increase.

Of particular concern is how to fund social care going forward. I'm sure most of you will have seen the many reports in the media around this issue which is of real concern. The Government will be publishing a green paper on the future of adult social care funding in the spring or early summer, so we wait to see what comes forward in that paper.

However, the good news as far as West Sussex residents are concerned, is that despite still having to make savings in the next financial year, we will be investing an additional:

- £2.4m in our Children's services,
- an additional £6.7m in our adults' services and
- an additional £3.3m in our environmental portfolio.

I briefly mentioned savings just then and of course this has been a major focus for us since 2010/11. I would just like to assure you that, despite having made savings since 2010 of over £200m, with another £75m to be saved over the next four years, we are far better off than many other local authorities.

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We are also able to maintain our reserves - a majority of which are allocated - at a healthy level. There are a number of LA's who are having to deplete their reserves at an alarming rate in order to fund services. This is not financially sustainable, as is the recent case where Northamptonshire effectively ran out of money - and there are number of others who are facing a similar situation.

However, I can assure you that due to sound financial management over many years your county is in a secure financial position. Yes, perhaps our services are no longer gold plated, but the bottom line is that we are still maintaining those core frontline services.

Finally on finance we also have a very exiting capital programme over the next five years, investing around £800m in our county. Just as an example, over the next five years we plan to invest:

- £167m on education and skills for our children and young people
- £53m to help boost the economy of the county
- £10m on environmental projects
- £192m on highways and infrastructure projects
- £26m on making our community safer and stronger.

So you can see, that this administration has an exciting and vibrant future mapped out for your county - very much supporting you, our residents.

Talking about you, our residents, it is always important to know what you care about and what is important to you. Every two years we carry out a '**What Matters to You**' survey, the last one being in 2016. So I'm pleased to say that a new '**What Matters to You**' survey has just been launched. It is aimed at engaging you, our residents, on the priorities as set out in the **West Sussex Plan 2017-2022**. <https://www.westsussex.gov.uk/campaigns/the-west-sussex-plan/> Much of this plan is based on what you told us was important to you in that last survey. We now want to know your views on what areas we need to concentrate on, to ensure that these priorities are promoted in the future. An extensive programme of engagement is planned, including use of social media, libraries, West Sussex connections, the County Council's website and by specific events at your County Local Committee meeting. To complete this years survey please go to:

<https://www.westsussex.gov.uk/education-children-and-families/your-space/what-matters-to-you-2018/> or simply 'Google' West Sussex What Matters to your survey 2018.

Now, moving on to a different issue altogether - the A27, Chichester by-pass! Obviously that has taken up a lot of time over the last year with the desire to find a solution that can be supported by the whole community. This community group - known as the BABA27 group - are now nearing a critical point in the process and I thank you for your attendance at these meetings.

I know that there has been an enormous public response - especially from people in the north of the city - since the publication of the 'high line' details put forward by Systra, the highways

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consultant, last month. I hope the parish put forward their 'official' view - I know that several members attended to Lavant meeting, so hopefully that gave you plenty of food for thought. As I said, I have seen a lot of the recent correspondence on this subject and some of it has been unnecessarily abusive, particularly to the Leader of the County Council. Whatever your views, whether you agree with someone or not, I don't believe there is ever a place for personal abuse. I'm sure no one from this parish has written such a letter or email, but if anyone is tempted could I please ask them to respect all views and not write any abusive comments. It also doesn't help your case.

If you attended our last South Chichester County Local Committee meeting you will have seen the presentation about crowd funding. We have now dropped two of our three funding pots - the MBSF and the small grants fund - and we are now promoting local groups to raise funds through a crowd funding platform, which in turn your local CLC's can choose to support through their CIF fund. This platform has now been launched and full details can be found at www.westsussexcrowd.org.uk - or again just 'Google' West Sussex crowd funding.

Finally, I mentioned our Think Family programme, supported by our Integrated Prevention and Earliest Help (IPEH) services, and our support for adults services earlier, but here is just a taster of the wide range of services we provide:

- We are with you from conception - not literally of course - but our 1001 days programme is designed to support both mothers and babies who need our help, from conception of the baby through to its second birthday - 1001 days.
- we support and look after children in need - in fact all Members of the County Council have a responsibility as 'Corporate Parents' to all the children in our care.
- We provide an education for our children, through our maintained schools, as well as being responsible for transporting many of those children to and from school.
- We maintain the fabric of the highways network, the roads, the pavements, the street lights and the road signs.
- The D's and B's collect your waste, but the County Council is responsible for the recycling and disposal of all that waste.
- The Fire and Rescue service is now deeply embedded within the County Council, to the great benefit of both parties. Only last month the F&R service, supported by an emergency team from the CC, was responsible for distributing over 2500 bottles of water to residents in parts of Mid-Sussex and Crawley, when many water mains burst following the very cold weather earlier this year.
- At the same time, another service we provide - meals on wheels - also distributed bottled water with all their meals to ensure that no one in our county went without water.
- We support our businesses by investing heavily in our economy - we also promote tourism - all aimed at bringing jobs into the county and improving the GVA. More businesses means more business rates, a percentage of which your local authorities retain and in turn re-invest in our services.

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• And finally, we run the registrar of births, Marriages and deaths - so again we are there supporting you and your families from the beginning to the end - and many points in between!

So, there you have it - a county council that supports all its residents - and is there with a helping hand when you need us most.

I would like to finish by thanking the members of the PC for their support over the last year and I very much look forward to working with you, and your residents, over the coming year.

b) District Council update – No report submitted

c) Finance Report 2017/18 - Clerk's Annual Report by Louise Collis

The 2017/18 financial year ended on 31st March 2018 and the final accounts have been prepared.

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Balance brought forward as at 1.4.17	£9,816.48
Overall income 2017/18 including £12,606.00 precept	£20,565.79
Total expenditure for 2017/18	(£22,216.67)
Income less expenditure	(£1650.88)
Balance carried forward as at 31.3.18:	<u>£8,165.60</u>

Expenditure headings are close to budget with small savings on many. The only budget heads which saw a significant overspend was in respect of Clerk salary (overspend by £556.46 – due to a Locum having to be employed for 4 months), a new printer (£125), and advertising in the Valley Diary (£150).

Income of £20,565.79 consists of £12,605.00 annual precept plus the CDC grant of £569.99, £3,300 Henry Smith Charity, cemetery works donation of £1150, a transparency code grant of £513.09, bank interest £20.88 and a VAT recovery of £2,310.91 and a credit from WSCC payroll.

The Parish Council agreed that the Village Hall Management Committee should apply for the IGas grant for 2017/18. The IGas grant committee will only consider one application per community. The Village Hall Management Committee and the Parish Council have agreed, going forward, that they will take it in turns to apply. Likewise, with other funding available discussions will be had to ensure multiple applications are not made in one year.

The Parish Council completed the cemetery project and did not undertake any other major projects during 2017/18.

SUMMARY RE CEMETERY PROJECT	
Total grants / donations for Cemetery Work	£12,150.00
Cost of cemetery work 2016/17	£ 8,334.54
Cost of cemetery work 2017/18	£ 4,178.18
	<u>£12,512.72</u>
	Overspend -£ 362.72

The Parish Council's overall year-end position finished just over budget, by £198.87

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Accounts for the period ended 31/3/18	2015-16 Audited	2016-17 Audited	2017-18 Agreed Budget	2017-18 Actual
Income less Expenditure	£ (3,695.81)	£ (1,596.30)	£ (1,452.01)	£ (1,650.88)

Reserves at 31 March 2018 are as follows:

Accounts for the period ended 31/3/18	2015-16 Audited	2016-17 Audited	2017-18 Agreed Budget	2017-18 Actual
Balance Carried Forward (including 2017/18 B/fwd of £9816.48)	£ 11,455.88	£ 9,816.48		£ 8,165.60
Earmarked Reserves (Emergency Kit)	£4,689.70	£1,457.32		£ 1,457.32
Recommended Reserves (50% Precept)	£5,446.32	£5,446.32		£ 5,446.32
Remaining General Reserves	£1,319.86	£247.38		£ 1,624.68
Earmarked Reserves Cemetery Restoration Works (Grants less spend to date)		£2,665.46		-£362.72
Total Carried Forward Reserves	£ 11,455.88	£ 9,816.48		£ 8,165.60

The internal audit has yet to take place. This will be carried out before the May Parish Council Meeting. As the Parish Council is below the threshold of £25,000 income or expenditure, the Parish Council is no longer required to carry out an external audit.

c) **Community Reports**

i) **Singleton Primary School – Headmaster Report**

It has been another busy but successful year at the school. The school underwent a rigorous Church inspection in January and the inspector confirmed that the school is an outstanding Church school. The full report is available on the school website at www.singleton.w-sussex.sch.uk – please do take a look.

We currently have 66 pupils on roll arranged as follows:

Willow class – Years R, 1 & 2 (ages 5 – 7) ,
 Beech class – Years 3 & 4 (ages 7 – 9)
 Oak class – Years 5 & 6 (ages 9 – 11)

The following represents a selection of the activities during the 2017/18 academic year, starting from last Summer term.

The Junior pupils participated in the Goodwood Area Schools (GAS) Sports Day in July at Boxgrove School. This year, we have also taken part in other GAS events including Badminton, Collective Worship, French & an e-safety competition.

Later in the term the Year 6 pupils took part in the Diocesan Leavers Service at Chichester Cathedral. In addition, an End of Year service was held toward the end of July which proved a fitting farewell to those moving on from the school.

Following last years successful whole class music lessons, including a concert in July, Beech class are this year taking part in whole class Cornet lessons provided by WSCC Music Service.

In September we held our annual Coffee Morning in aid of Macmillan Cancer Care. This was well supported by parents and members of the local community and raised £240.

It was very pleasing to see such a good turnout for the Harvest service in September. The children were very engaged by the celebration and a good selection of produce was donated for Chichester Foodbank. We also participated in the Royal British Legion Poppy Appeal.

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Rev. Kev Robinson comes into school on a weekly basis to lead our worship, further strengthening the link between the school and the community. The Rector, myself and Gill Moss, Headteacher of West Dean School continue to meet to plan future Collective Worship on a regular basis

A Christmas service was held toward the end of December which was well attended by parents and carers.

In addition, the following after school clubs have run this year: Performance, Football, Sumdog, Science, Book, Rounders, Puzzle, Netball & Gardening clubs.

Conclusion

The above is just a flavour of some of the events and experiences offered to the children at Singleton C.E. School. All this, of course, runs alongside the day to day teaching and learning and I would like to pay tribute to and thank all those (staff, parents, governors and members of the local community) who provide such a range of opportunities for the children of the school.

There are exciting plans for the weeks, months and terms ahead. We look forward to the continued interest and support of the parish council and local community.

Christopher Todd - April 2018

ii) Singleton Fete 2018 – Report from Judy Fathers

This year the fete will take place on 21st July on the usual site – Singleton Cricket Club field where it has been held now for a number of years.

This year we have decided to open one hour earlier than usual at 1pm and serve hot dogs and burgers to the early fete goers.

All the old favourite stalls will be there – bric a brac, books, tombola, cakes, plants, Good as New clothing, jewellery and accessories as well the big favourites -Cream teas, Grand Draw and a licensed bar (courtesy of the Cricket Club).

Entertainment will be supplied by a brass band, two Punch & Judy shows, a First Dog Agility display as well as a Fun Dog Show, together with a number of games and competitions for the children.

Hopefully the sun will be shining but whatever we can still guarantee a lovely family afternoon.

AGENDA ITEM 5- Request for a parishioner to become the Flag Keeper for the Parish.

AGENDA ITEM 6 – Public Session – an opportunity for Parish electors to question the Chairman, the Parish Council and the clerk and offer suggestions for the coming year.

- a) The reference in the chairman's report inferred that there is an anti-social behaviour issue in the village. JE confirmed this is the case.
 - b) Car parking issue – working vehicles owned by parishioners that park in the village at night. What can be done. IT was confirmed that in The Leys, The Hyde lease agreement stipulates that each tenant can park 1 ½ vehicles. This is an ongoing issue and the Parish council are looking to see if it is possible improve parking. There are also parking issues around the Triangle and by the Thatched Cottage.
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AGENDA ITEM 7 – Conclusion of the meeting

The meeting finished at 8.15pm

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

Signed:

Name & Position: JOHN ELLIOTT – CHAIRMAN

Date: 10th July 2018
