



**Singleton & Charlton Parish Council**  
**Members of Singleton & Charlton Parish Council are invited to the**  
**Annual Parish Council Meeting and Annual Parish Meeting on Monday**  
**19<sup>th</sup> May 2025, 7pm at The Cricket Club**

**Members of the Public**

Members of the Public are very welcome to attend, you will be given the opportunity to speak at Item 5 on the agenda.

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

**The meeting will be recorded, to enable the clerk to produce accurate minutes. The recording will be deleted after the minutes are approved.**

**AGENDA**

1	<b>Apologies for Absence/Resignations – GZ, PG</b>	2 mins
2	<b>Election of Chairman</b>	5 mins
3	<b>Declaration of Council Members of personal interests in any of the agenda items below</b>	2 mins
4	<b>Minutes of the last Parish Council Meeting</b> – to approve as a correct record the Minutes of the Parish Council Meeting held on Monday 17th March 2025.	2 mins
5	<b>Public Open Forum</b> – 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish	10 mins
6	<b>Finance</b> Review of Expenditure v Budget, approval of the Accounts and Bank Reconciliations for end of Financial Year 2024/25 and the period ending 30 <sup>th</sup> April 2025 Money Received – Payments for Consideration – <b>Annual Audit</b> (a) Approve Annual Governance Statement (Section 1) (b) Approve Accounting Statements (Section 2)	5 mins
	<b>Annual Parish Meeting</b>	
1	<b>Chairman’s Annual Report – DH</b>	10 mins

2	<b>County Councillor Report</b> – Mr Jeremy Hunt, Chichester North Division – WSCC	15 mins
3	<b>District Councillor Report</b> – Mr Henry Potter, Goodwood Ward	5 mins
4	<b>Update on Projects for 2024/25</b> Southern Water - KN CHS & Charlton Gates/20 mph – TM Centurion Way - JR	15 mins
5	<b>Speakers</b> Tim Burr – Deputy Chairman of South Downs National Park	30 mins

**Signed & Dated – Clerk of Singleton & Charlton Parish Council**

**Parish Council Members** – Cllr Deborah Harwood (Chairman) (DH); Cllr Graham Zacharias (GZ); Cllr Tony Marshall; Cllr Jeremy Rigby (JR); Cllr Karen Nash (KN); Cllr Jasmine Hathaway (MJH); Cllr Mark Rawlings-Smith (MRS);