

GRAFFHAM PARISH COUNCIL

DRAFT MEETING MINUTES

FRIDAY 12 JUNE 2026 at 18:30

The Empire Hall, Graffham

Meeting start: 18.30		
<u>PRESENT</u> Cllr Gillian Charlesworth, Cllr John Bracey, Cllr Simon Longman, Cllr Hilary Major and Parish Clerk Amy Harte.		
<u>IN ATTENDANCE</u>		
53/26 AGENDA ITEM 1: WELCOME Cllr Charlesworth welcomed all to the meeting.		
54/26 AGENDA ITEM 2: APOLOGIES To receive apologies for absence and approve reasons for absence. Cllr Colin Barker sent apologies		
55/26 AGENDA ITEM 3: DECLARATION OF INTERESTS None		
56/26 AGENDA ITEM 4: MINUTES To approve as an accurate record the minutes of the Full Parish Council meeting held on 6 May 2026. (These minutes have been circulated to members prior to this Meeting.) The minutes from the Annual May Parish Council Meeting were RESOLVED to be an accurate record of the meeting and were duly signed by the Chair.		
57/26 AGENDA ITEM 5: VISITORS' QUESTIONS / PUBLIC PARTICIPATION None		
58/26 AGENDA ITEM 6: APPROVAL OF THE ANNUAL RETURN 2025-2026 6.1 Review the Effectiveness of Internal Control. 6.1.1. Annual Internal Audit Report. The internal audit findings were read to the Council. There were no matters of concern and the accounting systems, procedural controls, records and documentary evidence are considered to be satisfactory.		

59/26 AGENDA ITEM 7: APPROVE THE ANNUAL GOVERNANCE STATEMENTS The annual governance statements were considered and approved. Signed and dated by the clerk & the chair.		
60/26 AGENDA ITEM 8: APPROVE THE ACCOUNTING STATEMENTS The accounting statements were considered and approved. Signed by the Chair.	Clerk to submit the return to the external auditor.	
61/26 AGENDA ITEM 9: SET DATE FOR THE COMMENCEMENT OF THE EXERCISE OF PUBLIC RIGHTS RESOLVED to set for Wednesday 17 June 2026 to Tuesday 28 July 2026	Clerk to post on website, Cllr Charlesworth will post on notice boards.	
62/26 AGENDA ITEM 10: PLANNING APPLICATIONS AND DECISIONS To consider the Council's observations on the SDNP planning applications made since last meeting: SDNP/26/00943/HOUS Yew Cottage 1 The Street Graffham West Sussex GU28 0QA. Erection of single-storey extension. Comments required by 30 June. The application was discussed in relation to planning policy and there were no relevant concerns relating to policy therefore it was resolved to submit a no objection response.	Clerk to submit a no objection response.	
63/26 AGENDA ITEM 11: AGENDA ITEMS FOR FUTURE MEETINGS Foodbank donation KMGF Speed limit plan Car park extension grant	Clerk to add to next agenda.	
64/26 AGENDA ITEM 12: Dates of Forthcoming Meetings Wednesday 1 st July 2026 Wednesday 2 nd September 2026 Wednesday 4 th November 2026		

Meeting closed 19.10