



WALBERTON PARISH COUNCIL INCLUDING FONTWELL AND BINSTED

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DRAFT – NOT YET CONFIRMED

MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 6.00PM ON TUESDAY 13 FEBRUARY 2018.

- 78/18 Record of attendance and apologies**
In attendance: Cllrs Mrs Clark (Chair), Mitchell, and Moores.
Apologies: Apologies were received from Cllrs Mrs Lewis, Rogers, and Mrs English, which were accepted.
- 79/18 Declaration of interests in items on the agenda**
Cllr Mrs Clark declared an interest in agenda item 19 (Fontwell noticeboard).
- 80/18 Confirmation of Minutes**
The minutes of the General Purposes Committee meeting of 12 December 2017 were confirmed and duly signed by the Chair as being a true record of the business transacted.
- 81/18 Public questions**
Three members of the public were present. One asked if the Council had any preference as to where the proposed new Village Hall storage shed would be placed. The Chair replied that the matter would be discussed under agenda item 18.
- 82/18 Updates on actions agreed at last meeting**
The meeting was updated on the 6 actions agreed at the last meeting as detailed on the agenda.
- 83/18 Barnham Trojans goal store**
Mr Peter Edwards detailed a proposal to replace the old Red Cross hut on the playing field with a purpose-built goal store. This had previously being agreed in principle at a previous meeting. The store would be placed on the existing concrete base, the dimensions being 6.4m in length, 4.2m in width and 2.2m in height. Its sides to be constructed of natural wood, and have no roof. The metal gate, 2.2m, to face away from the playing field. Barnham Trojans would dispose of the old Red Cross hut. Work would commence as soon as possible in liaison with the Clerk.
Resolved: To accept the proposal, subject to the above. A memorandum of understanding between WPC and Barnham Trojans to be drawn up.
- 84/18 Sub Committee reports**
1. Green Matters
1.1 The Clerk presented a report on behalf of Cllr Mrs Lewis. A meeting about the car park was held on 16 January 2018. There was a discussion of how to increase the number of car parking spaces, including more disabled parking, might be achieved. More cycle stands are needed. Work required on

the vegetation on the middle island was identified. Other matters discussed were the trees on the playing field northern boundary, the fence on the playing field western boundary, and vegetation overhanging footpaths.

Cllr Mrs Clark referred to funds in Reserves is available to Walberton Task Force for plants, and said that there were no TPO's on the trees on the playing field northern boundary. She thanked Cllr Mrs Lewis and the Green Matters team for their work and such a comprehensive report.

After a discussion the following was agreed:

- A request for anyone with planning experience in optimizing car parking spaces to be put in the Parish News.
- The Clerk to enquire with the Village Hall, Community Play Centre and the Pre-School regarding additional disabled car parking spaces.
- Quotes to sought from John Bentley and Mike Kennedy regards the middle island vegetation, the glycerine bush by the car park noticeboard, and the shop-side vegetation.
- Action in relation to the trees and fencing of the playing field boundaries to be postponed pending the outcome of developer applications.
- Tree Warden to write to the householder of Myrtle Cottage, Church Lane, regarding overhanging vegetation.
- The Clerk to write to Mr Page regarding the tree by the allotment footpath.

1.2 Cllr Mrs Clark reported that there was £750 left in this year's tree budget, with £1500 for next year. She recommended that Mark Wardle is asked for 2 days work per annum for advice.

2. WalBinFont 2018

Cllr Mrs Clark reported that there is a team meeting planned for 19 February 2018. Requests will be made for raffle prizes and further help. 20% of the proceeds of the Community Event weekend will be donated to Just Different.

85/18

Walberton Task Force

No report to receive.

86/18

Community Resilience

Cllr Mitchell reported on the continuing collaboration for Emergency and Resilience with Clymping, Ford and Yapton parishes, with another joint meeting held in January to discuss pooling resources and capabilities in support of each other in planning and action for any emergency events. WPC will shortly receive a quantity of emergency equipment from Chris Scott, WSCC Emergency Team Advisor, some of which will be stored in an operations room at Yapton village hall. A monthly contribution of a minimum of £5 towards this may be required.

On Operation Watershed, Cllr Mitchell reported continuing discussion with Sue Furlong. A householder had cleared a ditch in Eastergate Lane, but some additional support may be required to effectively reducing flooding in the lane.

87/18

Sussex Police

Cllr Mrs Clark reported on behalf of Cllr Mrs English that fortunately there was nothing on in our Parish, but reminded everyone of various fraud scams which will be mentioned in the Parish News.

88/18

Pavilion maintenance

Cllr Mrs Clark reported on the completed installation of the office door and window double glazing, and replacement pavilion fire exit. Work has started on the renovation of the map chests, which will be sold on Ebay. A discussion took place about heaters. It was considered preferable to have wall mounted ones. Cllr Mrs Clark will compare quotes for halogen heaters.

The Clerk reported on the purchase and installation of a replacement over-sink water heater, and that a leak through the roof by the side door had been repaired by Terry Aldridge.

Two quotes for pavilion loft insulation were considered, one for £1390 and the other for £755.

Resolved: To accept the lower quote.

- 89/18 Technology**
1. Website. Cllr Mrs Clark reported that the target date is 19 March 2018 as ADC will withdraw website support on 31 March. The new website is coming together nicely with the support of the new provider E-mango.
 2. NP emails. Cllr Mrs Clark reported that she is still trying to find out data protection requirements in relation to Neighbourhood Plan emails.
 3. Office IT. The Clerk reported that an IT strategy meeting has been arranged for 13 March 2018 involving Maureen Chaffe (ProcessMatters2), John and Richard (JNR), Cllr Mrs Clark and himself. The aim is to identify council IT needs, address data protection issues, and plan for the future.
- 90/18 Playing field / car park**
- Matters relating to the above were addressed at minute 84/18 above.
- 91/18 Play area**
- The Clerk reported that the last inspection was on 17 January 2018 and no further defects had come to notice. Since that report the loose gate post and a timber fence mid rail had been repaired.
- 92/18 Fingerpost**
- The Clerk reported difficulties in contacting JK Engineering, who had placed the post not in an agreed location. A meeting took place between them, the householder of Cissbury, The Street, Cllr Mrs Clark and himself. It was agreed that, after a designated area had been cleared, JK Engineering would be contacted to re-site the post accordingly.
- 93/18 Village pond and green**
1. Cllr Mrs Clark had nothing to report on.
 2. Cllr Mrs Lewis to investigate grant funding for pond regeneration.
 3. Terry Aldridge has been asked to move the dog bin.
 4. The WSCC person who deals with likes of the Oak tree has since left.
 5. Terry Aldridge to be asked to remove the bench.
- 94/18 Allotments**
- No report to receive.
- 95/18 Village Hall**
1. Cllr Mitchell reported that Mr Vince Cooper has stepped down as Chair and Sue Cox will be Acting Chair until the AGM in May. Improvements and developments are continuing, the latest being to secure a more fully functioning kitchen. Under the Finance Committee, there has been a refocus on fair and competitive pricing which supports the community and aims of the village hall. Further events such as a quiz nights, race nights, and a dog show are under discussion.
Cllr Mitchell reported that Walberton Pre-School has requested to be allowed to extend the garden area along side the village hall further along the fencing. The village hall has requested to be allowed to place an outside a shed / storage in the same area.
Cllr Mrs Clark said that it was good that WPC and the Village Hall are developing a good working relationship on a number of matters for the benefit of the community.
 2. Consideration was given to a request by the Village Hall for an outside shed / storage to be placed in the recess to the left of the front doors. This would require the felling of small tree. The costs would be borne by the Village Hall. A photo of the proposed store was made available.
Resolved: To grant permission for the felling and disposal of the tree, and for the installation of a three bin store as depicted in the photo to be placed at the identified location .

96/18

Fontwell noticeboard

The Clerk reported that Goodwood Workshop had been delayed by poor weather and holiday. Necessary materials for construction will be ordered this week. It is planned to have the work completed by the end of March.

97/18

Rights of Way

1. No report to receive.
2. Mr Peter Brown's submission as part of the consultation on the draft PROW Management Plan was noted.

98/18

Quotes and payments

The meeting approved the payment of 2 cheques (393 - 394) as per a draft payments list prepared by the Clerk.

99/18

Correspondence

None.

100/18

Any other business

None.

101/18

Date of next meeting

The date of the next meeting was confirmed as Tuesday 24 April 2018. The following meeting will be on 5 June 2018.

Signed.....

Chair

Date.....