



WALBERTON PARISH COUNCIL INCLUDING FONTWELL AND BINSTED

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MINUTES OF THE MEETING OF WALBERTON PARISH COUNCIL HELD IN THE PAVILION, WALBERTON, AT 6.30pm ON TUESDAY 18 JULY 2017.

- 319/17 Record of attendance**
In attendance were Cllrs Mrs Clark (Chair), Strickland, Rogers, Mitchell and Mrs English.
A. Peppler – Parish Clerk.
- 320/17 Apologies**
Apologies were received from Cllrs Mrs Lewis, Camerer Cuss, Moores and Mrs Wallsgrove.
Resolved: Apologies accepted.
- 321/17 Confirmation of Minutes**
The minutes of the Annual Meeting of the Parish Council of 23 May 2017 were confirmed as a true record of the business transacted.
- 322/17 Declaration of interests in items on the agenda**
None.
- 323/17 To receive a report from West Sussex County Council**
Apologies were received from Cllr Whittington.
- 324/17 To receive a report from Arun District Council**
No representative was present. Cllr Mrs Clark reported that the Clerk had sent an email of thanks to Cllr Dingemans, Robert Wheal and Paul Dendle on behalf of the council for their support in the Tuppens Field petition.
- 325/17 Public questions**
Two members of the public were present. No questions were asked.
- 326/17 Planning**
1. On behalf of Cllr Camerer Cuss, Cllr Mrs Clark commended that minutes of the Planning Committee meetings of 30 May and 20 June 2017, and the draft minutes of 13 July 2017 (previously circulated). The next meeting is scheduled for 1 August 2017.
2. There were no councillor questions.

- 327/17** **General Purposes**
 1. Cllr Mrs Clark commended the draft minutes of the General Purposes Committee meeting of 27 June 2017 (previously circulated). The next meeting is scheduled for 22 August 2017.
 2. There were no councillor questions.
- 328/17** **Finance & Legal**
 1. Cllr Strickland commended the draft minutes of the Finance & Legal Committee meeting of 20 July 2017 (previously circulated). The next meeting is scheduled for 10 October 2017.
 2. There were no councillor questions.
- 329/17** **Reports from other organisations**
1. Joint Downland Area Committee.
 Cllr Mrs Clark reported that we are now part of the Joint Western Arun Area Committee, and that there had not been any other council support for Cllr Mrs Wallsgrove at a recent meeting. No report had been received.
2. Walberton Task Force.
 Cllr Rogers had nothing to report.
3. Village Hall.
 This will be reported on at agenda item 12.
4. Community Play Centre.
 Cllr Mrs Clark reported that the Play Centre had been informed that they could put their sign up, but this had not yet been done.
5. Allotments.
 Cllr Rogers reported that there had been an allotment association meeting on 10 July 2017. The Open Afternoon is planned for 27 August 2017 and signs will be put up beforehand. He asked if the event would be covered by the council's liability insurance. He invited members of the Parish Council to attend, particularly the Chair.
6. Police Liaison.
 Cllr Mrs English had nothing to report.
7. Parish News.
 Cllr Strickland reported that the next issue will be in September – deadline for submissions is 10th August. Any items or articles for the Parish News would be welcome.
- 330/17** **Village Hall**
 Cllr Mitchell reported that the Village Hall had been very active since the AGM in May. A review of assets had been made and priorities set for improvements set. The interim treasurer has worked on the accounts and a need for raising funds for further improvements was identified. There are six applicants for the position of Hall Manager, which should be filled early August.
- 331/17** **Documents and Policies**
 The following documents and policies were considered for adoption as recommended by the Finance & Legal Committee:
1. Standing Orders
Resolved: Adopted.
 2. Financial Regulations
Resolved: Adopted.
 3. Publication Scheme
Resolved: Adopted.

- 4. Health & Safety
Resolved: Adopted.
- 5. Complaints policy
Resolved: Adopted.
- 6. Communication policy
Resolved: Adopted.

- 332/17 Neighbourhood Plan**
Cllr Mrs Clark reported that she had spoken with Dr Bowes, barrister, regarding Barnfield House and he recommended that the council should proceed with the Secretary of State 'call in' now.
Resolved: To proceed with the 'call in'.
A seven-page brief had been submitted to Dr Bowes regarding Tuppens Field and the cost of his professional advice will be £1000.
The Neighbourhood Plan Steering Group will be invited to the next Planning Committee meeting on 1 August 2017.
- 333/17 Community Resilience including flood management**
1. Resilience Plan. Cllr Mitchell reported that the first draft is expected by late August.
2. Op Watershed. Cllr Mitchell reported ongoing difficulties with work in Eastergate Lane. A new course of action is planned to look at other contractors and evaluate the best and agreed action with one of the affected land owners.
- 334/17 Grants – General**
Cllr Mrs Clark reported that the application for grant funding from Sports England had been rejected. She has been unable to secure any further funding from anyone else.
- 335/17 Open Gardens**
Cllr Mrs Clark reported that the event had made £2509, of which £1254.53 will be donated the Parish Council for seating on the playing field.
- 336/17 Marketing**
Cllr Mrs Clark thanked Cllr Mrs English for her excellent logo design. New badges for councillors and clerk were made available.
- 337/17 WalBinFont**
1. Music night – 22 July. Cllr Mitchell reported that plans are in place and that about 120 tickets had already been sold. Raffle prizes are being donated. Some assistance will be required in the morning to help set up, and in the evening in running the event.
2. Fontwell afternoon – 20 August. Cllr Mrs Clark reported that the team are making a slight alteration to plans. Some help might be required with cream teas. Insurance for the event has been arranged. If possible a 'portaloos' would be helpful.
- 338/17 Public Meeting**
Cllr Mrs Clark detailed the format and agenda for the meeting on 28 July. Cllrs Camerer Cuss, Mitchell, Strickland, Moores and Mrs English had agreed help set up, as had Mr Peter Brown.
Cllr Mrs English asked whether the local MP had been invited.

339/17

Correspondence received

1. Cllr Mrs Cark reported that an email has been received from Bill Pethers about A27 consultation dates. It appeared that the Council as a stakeholder had not been included in the circulation and that the Clerk had emailed Highways England as to why this was, with a request that it be so in the future.

2. The Clerk reported that a copy of the Inspector's report to the Secretary of State regarding the planning application by Dandara Ltd for the land east of Fontwell Avenue recommending approval had been received.

340/17

Any other business

Cllr Mrs Clark said that she had reported a large pothole in West Walberton Lane to Love West Sussex.

341/17

To exclude public and press

No members of the press were present.

Resolved: Members of the public be excluded by reason of the confidential nature of the business of the next item on the agenda.

342/17

Staff matters

A number of staffing matters were reported on and discussed.

343/17

Date of next meeting

The date of the next meeting was confirmed as Tuesday 19 September 2017.

Signed.....
Chair

Date.....