



**WALBERTON PARISH COUNCIL  
INCLUDING FONTWELL AND BINSTED**

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**DRAFT - NOT YET CONFIRMED**

**MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE OF  
WALBERTON PARISH COUNCIL HELD AT 6.30 PM IN THE PAVILION ON TUESDAY 17  
OCTOBER 2017.**

- 482/17**      **Record of attendance and apologies**  
In attendance: Cllrs Mrs Clark (Chair), Strickland, Mrs Lewis, and Rogers.  
A. Pepler - Clerk.  
Apologies: Apologies were received from Cllrs Moores, Mitchell and Mrs English.
- 483/17**      **Declaration in items on the agenda**  
Cllr Mrs Clark declared an interest in items 14 (picnic tables) and 19 (Fontwell noticeboard).
- 484/17**      **Confirmation of Minutes**  
1. Cllr Strickland moved to make an amendment to draft minute 375/17 to include reference that he had proposed Mr Laurie King as an appropriate person to join the Green Sub-committee, and that it was agreed he should speak to Mr King on the subject. The motion was put to the vote, which was defeated.  
2. The minutes of the General Purposes Committee meeting of 22 August 2017 were confirmed and duly signed by the Chair as being a true record of the business transacted.
- 485/17**      **Public questions**  
There was one member of the public present. No questions were asked.
- 486/17**      **Update on actions agreed at last meeting**  
The Clerk updated the meeting on 9 actions agreed at the last meeting as detailed on the agenda.
- 487/17**      **Sub Committee reports**  
Green Matters  
1.1 Cllr Mrs Lewis reported on increased instances of litter and dog mess bags, and suggested dog fouling signs be posted.  
Agreed: Locations for dog fouling signs to be identified.  
1.2 Trees are overcrowding the bus shelter in Maple Road.  
Agreed: To be referred to the Tree Warden.

1.3 The bus stop in Yapton Lane is totally hidden by grass and hedging.  
Agreed: Clerk to report to WSCC Highways.

2. The Clerk referred to a briefing document and plan submitted by Mr Tom Harvey- Robson (present). It proposed the construction of two lawns, which had the support of the Croquet Association. Mr Harvey-Robson answered a number of questions on the subject. The meeting considered that the size of the lawns was too big and that only one might be appropriate. Consideration was also given to the longer term use of the playing field in the light of the impact of any development on Tupperts Field, and possible funding conflicts. Cllr Mrs Clark thanked Mr Harvey-Robson for the proposal and said it would be helpful to see some photos of what the lawns would look like and to know who he was thinking of approaching for funding.

Agreed: The final decision would be taken at the next Full Council meeting on 21 November 2017. Clerk to check regarding insurance.

#### Walbinfont

Cllr Mrs Lewis confirmed the dates for the Walbinfont weekend as Saturday 28 and Sunday 29 July 2018, and that the band has been booked. No further progress had been made at this time.

**488/17**

#### **Walberton Task Force**

Cllr Rogers reported that the Task Force will be working at The Pound on 24 October 2017, the village hall car park and clearing up after the bonfire on 7 November 2017. A date has yet to be fixed for trimming trees in Jubilee Wood.

**489/17**

#### **Community Resilience**

Cllr Mitchell reported that the second part of the Emergency and Resilience planning will be on 1 November 2017, after which he will receive the emergency equipment. There will also be a meeting to discuss a joined-up approach with Ford, Yapton and Climping parish councils, and he will start work on producing a WPC Resilience Plan.

**490/17**

#### **Tree Warden**

This item was covered at minute 487/17 Green Matters above.

**491/17**

#### **Sussex Police**

1. Cllr Mrs English had reported there was no crime information to report on.  
2. Cllr Strickland updated on Community Speedwatch, which he had reported on at the recent Full Council meeting. At a recent traffic count, 5800 vehicles were counted in a day using Yapton Lane during daylight hours. There is a significant amount of traffic using Barnham Lane / West Walberton Lane, which suggests that it is being used as a 'rat run'. He will be seeking volunteers for further traffic counts.

**492/17**

#### **Pavilion maintenance**

1. Cllr Mrs Clark reported that a grant for £1114 had been submitted to JWAAC, who will be meeting on 1 November 2017.  
2. Cllr Mrs Clark reported that the current Pavilion reserve stood at £5062 and Major Works reserve at £2167. She put forward a number of options for

spending against these, and the anticipated JWAAC grant. The meeting agreed that the priority lay with addressing structural rather than cosmetic issues first.

Resolved: To have the office windows double glazed and office external and internal doors replaced at a cost of approx. £3000 by Outside Interests.

**493/17**

#### **Playing field / car park**

1. The clerk reported that he had not heard any further from Barnham Trojans on their goal store. He did not propose to take any action at this time.

2. The clerk reported that Barnham Trojans had dug up and replaced the turf on one of the goal area, depositing the spoil behind the Pavilion. This had been done without any prior contact. He had emailed them expressing Council disapproval and the expectation that permission should be sought first in the future.

3. Cllr Mrs Clark reported that the horse chestnut tree currently in a pot at her home required planting within the next month. She intends to seek resident's views on where it should go and will arrange planting and some publicity.

4. Cllr Mrs Clark reported that Mr Peter Lewis had kindly asked if he could give the parish kissing gates some care, to which she had agreed.

5. The Goodwood Workshop had submitted a quote for 3 eight seater picnic tables at £1134, and 2 eight seater picnic tables at £850. This includes construction and installation. The funding for this will come from the receipt received from Open Gardens. The meeting then voted on whether to accept the 3 or 2 eight seater picnic tables.

Resolved: To accept the 3 eight seater option. Consideration to be given as to where they are to be located on the playing field.

**494/17**

#### **Play area**

The clerk reported that the latest inspection had taken place on 27 September 2017 and that the usual points were highlighted, which Mr Terry Aldridge had in hand. It is likely that the two cradle swings will need replacing next year.

**495/17**

#### **Village pond and green**

1. The Clerk reported that Mr Terry Aldridge had recently repaired some damaged post and rail fencing.

2. The Clerk reported that he had not heard anything further from Arun District Council as regards for a replacement for the damaged rubbish bin. He will follow up.

**496/17**

#### **Allotments**

Cllr Rogers reported that Mr Richard May had repaired the gate. He had not heard anything further as regards to the attention required to the overgrown northern boundary.

Agreed: Clerk to follow up with Mr Mike Kennedy.

**497/17**

#### **Village Hall**

1. Cllr Mitchell had previously submitted for the meeting. He reported on the positive relationship that now exists between the Village Hall and WPC, and thanked the clerk and councillors for their support. The new manager, Ms Fiona Horton, is settling into her role. The next big event is Bonfire Night on 5 November 2017. A number of new events and fundraising social activities are being considered, and ways that things can be done together would be appreciated and mutually beneficial.
2. Cllr Mrs Clark reported that Dandara had generously donated £1000 towards the Bonfire & Firework event.

**498/17**

**Fontwell noticeboard**

The Goodwood Workshop has submitted a quote for a new noticeboard at Fontwell for £1005.00, which included construction and installation. The meeting agreed that this had not been budgeted for and there were other priorities to consider.

Resolved: To defer for consideration at a later date.

**499/17**

**Rights of Way**

Cllr Rogers had nothing to report.

**500/17**

**Cycle path**

The Clerk had been informed that horses are using the cycle path, and a question had been raised as to whether this was permitted. This is not an issue for WPC to deal with.

**501/17**

**Bus shelters**

Cllr Mrs Clark reported on minor damage to the Perspex front of the Barrack Row bus shelter parish noticeboard.

Resolved: A temporary repair to be made.

**502/17**

**Jubilee benches**

Cllr Mrs Clark reported that Mr Keith Perry had kindly offered to donate a cast iron and wood bench, which had been accepted. It will require transportation to the site.

Agreed: Clerk to arrange with Mr Mike Hughes.

**503/17**

**Rubbish and dog waste**

Cllr Mrs Clark reported increased instances of litter and dog waste bags being deposited on the cycle path. Dog poo fairy posters to be put up. An article will be put in the Parish news to remind residents dispose of litter and dog waste responsibly.

**504/17**

**Quotes / payments**

1. Two quotes were addressed at minutes 493/17 and 498/17 above.
2. Three payments, for monthly grass mowing, conference attendance and travel expenses, were authorised.

**505/17**

**Correspondence**

1. Cllr Strickland reported that Mr Richard Stillwell, Avisford Golf Club, has a planned contingency should the development plan at Tuppers Field go ahead, of re-designing the 1<sup>st</sup> and 2<sup>nd</sup> holes and planting some trees.

2. He also reported that Mr Stillwell is mowing around trees in Jubilee Wood up to four times a week. By November he hopes to trim in between them. A new colony of self-seeded oak trees has been found.

Agreed: To preserve the area and refer to the Tree Warden.

**506/17**

**Any other business**

Cllr Mrs Clark reported that the Council cannot approve any proposals for a new website provider without two comparative quotes. Having made some enquiries, she found that most local parishes hold between two and five years' worth of information. SALC recommends Pythonline. The same brief should be sent to Process Matters and Pythonline to quote and a comparison made. This will need to be done promptly by the Website Mini-group.

**507/17**

**Date of next meeting**

6pm on Tuesday 12 December 2017.

Signed .....

Date.....

Chair