



**WALBERTON PARISH COUNCIL  
INCLUDING FONTWELL AND BINSTED**

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**MINUTES OF THE WALBERTON PARISH COUNCIL FINANCE & LEGAL COMMITTEE  
HELD IN THE PAVIION AT 6.30pm ON TUESDAY 10 OCTOBER 2017.**

- 467/17 Record of attendance and apologies**  
In attendance: Cllrs Strickland (Chair), Rogers, Camerer Cuss, Mrs Clark.  
A. Pepler - Clerk.
- 468/17 Declarations of interest in items on the agenda**  
None.
- 469/17 Confirmation of minutes**  
Resolved: The minutes of the Finance & Legal Committee meeting of 11 July 2017 were confirmed as being a true record of the business transacted.
- 470/17 Update on items agreed at last meeting**  
Two items notes as per agenda.
- 471/17 Public questions**  
No members of the public present.
- 472/17 Finances**  
1. The bank statement of £60719.89 at 30 September 2017 was noted.  
2. The reconciled current account amount of £60380.23 at 30 September 2017 was noted.
- 473/17 Budget**  
Cllr Strickland reported on the performance against budget to the end of the second quarter, which gives a better guide of the current and projected situation. The biggest variation was for staff salary and he projected an end of year overspend of £2000.  
A comparison of expenditure vs budget was made and some minor adjustments recommended.
- 474/17 Reserves**  
The current position of reserves by category was noted.  
1. Money received from Lightsource was put into Major Works.

POP. 2. £5000 from the Precept payment received in September was put into

3. JDAC grant of £509 received in March was put into Major Works and the cost of the new replacement side door taken out.

475/17

**VAT**

VAT refunds received in July and September totalling £2266.56 were noted.

476/17

**Dandara open space & Sec 106 monies**

Cllr Mrs Clark reported that the transfer of 11 acres land to WPC will be of no cost to the parish, and suggested that solicitor Keith Campbell is used. Cllr Camerer Cuss reported that work might start next summer. Cllr Mrs Clark requested that she be permitted to speak to Mr Peter Youatt for advice on contractor access over the land post transfer and other relevant matters.

Resolved: Cllr Mrs Clark to speak to Mr Peter Youatt to seek advice.

Resolved: Clerk to enquire with SALC on investing monies received.

477/17

**Parish website**

1. Cllr Strickland reported on the discussions of the Website Mini-group, whose consensus was that the option put forward by Paul Hodgson to use Word Press be accepted. Cllr Mrs Clark queried whether the same brief was given to Process Matters2, so that a comparison could be made. Cllr Strickland confirmed that it had not. A discussion followed on council website needs and set up / maintenance costings. The meeting was not in a position to make a decision based on the current available information at this time.

2. Cllr Mrs Clark reported on the Parish online mapping programme which can be used for asset mapping, land ownership and boundaries and other useful information.. Some SALC training courses will be available and it would be beneficial for the Clerk and councillors to attend. This will probably be organised in conjunction with local parishes. Clerk to contact SALC.

478/17

**Pavilion**

1. Cllr Mrs Clark reported that the JWAAC grant application for £1,114 towards Pavilion refurbishment has been submitted, which was supported by WSCC Cllr Derek Whittington. The Clerk will circulated an updated calculation of the Reserve funds available (ref minutes 4764/17. 2&3) and the items that may be funded in this financial year as per Cllr Mrs Clark's latest order of priorities, with and/or without receipt of this grant.

2. Cllr Mrs Clark reported that Mr Keith Perry has expressed an interest in renovating the parish office map chests prior to selling. Agreed, and to reimburse any outgoings.

3. Cllr Mrs Clark reported that a Low Level Waste Licence may be applied for free of charge. Clerk to apply.

479/17

**Staff matters**

1. Resolved: To confirm the clerk's pay movement of one point from LC23 to LC24 in recognition of his successful completion of his CiLCA course.

2. The Clerk reported that he replied to a standard letter received from HMRC requiring payment relating to the previous clerk's tax referring them to previous correspondence on the matter.

**480/17**                      **Any other business**  
None.

**481/17**                      **Date of next meeting**  
Confirmed as 28 November 2017 (to discuss 2018/19 budget provisions).

Signed.....  
Date.....  
Chair