

**MINUTES OF A MEETING OF WALBERTON PARISH COUNCIL HELD IN THE PAVILION,
WALBERTON, AT 6.30pm ON TUESDAY 29th NOVEMBER 2016**

Present: Councillors Mrs Clark (Chair), Camerer Cuss, Strickland, Moores, Mitchell,
Mrs Wallsgrove, Ms English, Mrs Parsons, Rogers

In attendance: District Councillor N Dingemans
Mrs Sue Sargeant
Mr Andy Siragher
Mrs Helen Baxter
Mr Peter Brown
Mr Peter Youatt

469/16 Apologies
None.

470/16 Declarations of interest in items on the agenda
None.

471/16 Confirmation of the minutes
The minutes of Meeting of the Parish Council of 27 September 2016, and the minutes of the Extraordinary and Staff Meeting of 17 October 2016 were confirmed as a true record and duly signed by the chair.

472/16 Matters arising
It was noted that the names of attendees for the minutes of the Extraordinary and Staff Meeting of 17 October 2016 were not recorded. Cllr Mrs Clark will address.
Minute 37716 – Cllr Mrs Clark reported that the A27 Arundel Bypass evidence folder had been circulated and can be returned to Emma Tristram.

473/16 To receive a report from West Sussex County Council
Apologies has been received from Cllr Derek Whittington.

474/16 To receive a report from Arun District Council
Cllr Dingemans reported that:-

1. Housing allocation for parishes to be withdrawn
2. the A27 Arundel Bypass consultation will not now be until the summer 2017
3. the South Downs National Park Plan approved the chart of the West Sussex Mineral Plan earlier today

475/16 To adjourn the meeting for public questions
Ms Sargeant reported that:-

1. The roof of the bus shelter at Barrack Road was leaking.
2. The adjoining old telephone kiosk site is full of leaves and rubbish.
3. She has sent a list of local blocked drains and gullies to the Highways Department.
4. Ditches at the end of Eastergate Lane need clearing. Pictures have been sent to the parish office, together with recommended work and forwarded to WSCC.

Council resolved to investigate and report back.

476/16 **To reconvene the meeting**
Meeting reconvened.

477/16 **Reports from Committee Chairs**

1. Planning Committee
 - a. Cllr Camerer Cuss commended the minutes of the Planning Committee meetings of 20 October 2016 and 1 November 2016, which had been previously circulated.
 - b. He reported on the Planning Committee meeting of 22 November 2016 and that there had been 2 decisions of note, both which had been supported. These were 1) Red Cottage (WA/84/16PL) a site in the N Plan, and 2) Meadowbrook Cattery (WA/79/16PL), for which it was recommended that the three existing conditions from previous application WA/125/06 should continue.
2. Finance Committee

Cllr Strickland commended the minutes of the Finance Committee meeting of 15 November 2016.
It was resolved that payments be approved to suppliers on the circulated list.
3. General Purposes Committee

Cllr Mrs Clark commended the minutes of the meeting on 16 August 2016 and reported on works that had been completed. The play area has a new seat and rubbish bin provided by Terry Aldridge. A letter of thanks will be sent.

478/16 **Reports from other organisations**

1. Joint Downland Area Committee

Cllr Mrs Wallsgrove reported that at a recent meeting JDAC will from May 2017 come under JWAC. On flooding, Monique Smart had contacted Land Build concerning Eastergate Lane works. The Parish Council has contacted Operation Watershed to confirm it will apply for funding.
2. Walberton Task Force

Mr Brown reported that about 100 trees had been planted on Saturday 26 November in the Jubilee Wood. A plan is required to deal with leaves in the car park. Public Rights of Way are the responsibility of West Sussex County Council, and are managed by Highway Rangers. Emails received reporting problems are to be forwarded to him. The Council thanked the Task Force for the excellent work it does.
3. Village Hall

Written report circulated by Cllr Mitchell. He said that the JDAC grant application for kitchen improvements must be submitted by 23 January 2017. There is an electricity cost to recharge the batteries of the Defibrillator and the VH committee has asked to be reimbursed for this. Estimate is about £5 pa. This may be waived by SSE as an allowance for life saving equipment. This will be added to the agenda of the forthcoming General Purposes Committee meeting. Cllr Michell to follow up and report back.
4. Community Play Centre

Report from Andy Siragher. The chairman post becomes vacant in May 2017. The pavilion is designated as a Safe Place, but there have been occasions when the back door has been locked.
Resolved – provide the Play Centre with a front door key.
Problems with parking in front of the barriers in the car park were highlighted. This will be added to the agenda of the forthcoming General Purposes Committee meeting.
5. Flood Task Force

Written report received from Mrs Sargeant. She highlighted areas subject to flood with regards to the Parish Resilience Scheme. Flood preparation should form part of that.

6. Allotments
Report by Cllr Rogers. Mick Kennedy is to re-quote for necessary works on the northern boundary, and to quote for doing work on the fencing for which grants had been received. This will be discussed at the forthcoming General Purposes Committee meeting.
7. Police Liaison
Report from Cllr Mrs English. There had been an attempt burglary in The Street, Walberton. There was also a break-in into a vehicle at the Travel Lodge, Fontwell, when tools were stolen.
8. Parish News
Report by Cllr Strickland. He encouraged councillors to make contributions with anything that might be of interest to parishioners.

479/16

Neighbourhood Plan

1. Report was received from Cllr Mrs Clark. Arun District Council has agreed the plan, of which copies are available. The N Plan referendum will be held on 1 February 2017.
2. Cllr Mrs Wallsgrove reported on a meeting with Arun District Council earlier today on the maximum housing allocation. The Transport Infrastructure Report will be available in March 2017 for consultation, with the number likely to be set at 32 houses per hectare.
3. Approve delegation of matters including Community Issues and potential Sec 106 contributions arising out of the Plan to the Planning Committee with members of the NPSG being co-opted as required.
Resolved – delegation approved.

480/16

Community Resilience

Report was received from Cllr Mitchell.

481/16

Grants

Cllr Strickland reported that there was no update currently for the meeting.

482/16

Marketing

1. Cllr Mrs Parsons made a comparison between the current Walberton Parish logo and those of other parishes, and suggested that a new logo was necessary to include Fontwell and Binsted. The community should be asked to design logo needs to move into the 21st century.
Resolved – Options to be considered. Cllr Mrs Parsons to report back.
2. Cllr Mrs Clark reported that the Annual Parish Meeting will be held on Tuesday 25 April 2017. The format will be the same as this year, but there will not be a council meeting afterwards.
Agreed.

483/16

Staff matters

The acting clerk's temporary contract to be extended to 11 February 2017.
Resolved – temporary contract to be extended.

484/16

Correspondence received

Cllr Mrs Clark reported that a 'thank you' letter had been received from Christine Llewellyn, which will be put on the notice board in the pavilion.

485/16

Other relevant business

Cllr Mrs Clark sought agreement for Santa, with his pony and trap, to access the playing field without charge to give presents to children at the pre-school.

Agreed.

486/16

Date of next meeting

The next meeting of the Parish Council will be at 6.30 pm on Tuesday 24 January 2017.

Signed.....
Chair.

Date.....