



**WALBERTON PARISH COUNCIL**  
**INCLUDING FONTWELL AND BINSTED**  
Parish Council Office, The Pavilion, The Street,  
Walberton, Arundel, West Sussex, BN18 0PJ  
Tel: 01243 554528  
email: [clerk@walberton-pc.gov.uk](mailto:clerk@walberton-pc.gov.uk)  
[www.walberton-pc.gov.uk](http://www.walberton-pc.gov.uk)

**TO: ALL MEMBERS OF THE PARISH COUNCIL**

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE PAVILION 6.30pm ON TUESDAY 17 SEPTEMBER 2019 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

Signed:

Date: 12 September 2019

A. Pepler – Clerk

**AGENDA**

**Standing items**

- 1. Record of attendance and apologies**
- 2. Declaration of interests in items on the agenda**  
Members are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent. Members and officers should make their declaration by stating:
  - a) the item they have the interest in
  - b) whether it is a pecuniary, personal and/or prejudicial interest
  - c) the nature of the interest
  - d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.
- 3. Confirmation of Minutes**  
To confirm the minutes of the Annual Parish Council Meeting of 23 July 2019 as being a true record of the business transacted.
- 4. Councillor resignation / co-option**
  1. To note the resignation of Cllr Coe.
  2. To Co-opt a councillor.
- 5. To receive a report from West Sussex County Council** Cllr Whittington
- 6. To receive a report from Arun District Council** Cllrs Dendle, Roberts and Mrs Catterson
- 7. Public questions**  
To consider questions from members of the public on items on the agenda (max 15 minutes).
- 8. Planning**
  1. To receive the draft minutes of the Planning Committee meeting of 20 August 2019 (previously circulated), and to note the date of the next meeting on 24 September 2019.
  2. Councillors questions.
- 9. General Purposes**

1. To receive the draft minutes of the General Purposes Committee meeting of 6 August 2019 (previously circulated), and to note the date of the next meeting on 15 October 2019.
  2. Councillors questions.
- 10. Finance & Legal**
1. To receive the draft minutes of the Finance & Legal Committee of 5 August 2019 (previously circulated), and to note the date of the next meeting on 8 October 2019.
  2. Councillors questions.
- 11. Reports from other organisations.**
- |                          |                              |
|--------------------------|------------------------------|
| 1. Walberton Task Force  | Mr Peter Brown / Cllr Rogers |
| 2. Village Hall          | Cllr Porter                  |
| 3. Community Play Centre | Cllr Rogers                  |
| 4. Allotments            | Cllr Rogers                  |
| 5. Police Liaison        | Clerk                        |
- 12. Policies & procedures**
- To consider adoption of the following reviewed polices and guidance:
- Financial Regulations
  - Standing Orders
  - Media and Communications policy
  - Advertising guidance
- 13. Dandara development – Local Open Space and community building**
1. To receive an update. Cllr Vawer
  2. To ratify land transfer and building signatories.
- 14. A27 Arundel By-pass**
1. To receive a report. Cllr Fisher
  2. To consider councillors question to Highways England.
  3. To consider and agree letter with questions to HE (draft previously circulated).
  4. To consider route options and potential impact on our villages in report (previously circulated).
  5. To resolve Councils response on preferred route.
  6. To agree on external distribution of materials
  7. Neighbourhood News. Cllr Mrs Clark
  8. To approve content.
  9. Residents and businesses meeting 3<sup>rd</sup> October - to agree format.
- 15. JWAAC**
1. To receive a report. Cllr Ratcliffe
  2. To note invitation to attend the next meeting of JWAAC Highways & Transport Sub-Group on 22 October 2019 and agree who attends.
- 16. ADALC**
- To consider continued membership. Cllr Vawer
- 17. Neighbourhood Plan**
- To receive a report Cllr Ratcliffe
- 18. Community Resilience including flood management**
- To receive a report. Cllr Stevens
- 19. Communications**
1. Website Cllr Vawer
  2. Facebook & Twitter
  3. Nextdoor Walberton
  4. Parish News
  5. Sussex Local
  6. Neighbourhood News

**Other items**

- 20. Local district / county councillor surgery**  
To finalise plans for Residents' Surgery on 12 Oct 2019.
- 21. GDPR**  
To note data breach and remedial action taken.
- 22. Grants**  
To agree 2019 Sec 137 grant award application process.
- 23. Bonfire night**  
To consider approval of payment for bar refreshments and donation to Village Hall.

**Final items**

- 24. Correspondence received**  
Receipt of letter from Gladman Developments Ltd regarding a proposal for 185 new homes.  
Email from Dr Davis regarding proposal for WPC to write to Roads Minister on A27 Arundel Bypass.
- 25. Quotes and Payments**
- 26. Any other business**
- 27. Date of next meetings**  
To confirm the date of the next meeting at 6 pm on Tuesday 10 December 2019. The following meetings will be on 11 February 2020 and 21 April 2020.

< end >