



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

www.walberton-pc.gov.uk

MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 6.30PM ON TUESDAY 4 JUNE 2019.

Record of attendance and apologies

In attendance: Cllrs Ratcliffe, Mrs Clark, Vawer, Porter and Coe.

A.Peppler – Clerk.

Apologies: Cllr Stevens.

- 269/19 Election of Committee Chairman and Vice Chairman**
1. Committee Chairman
Cllr Porter proposed Cllr Mrs Clark who consented to stand. Seconded by Cllr Ratcliffe.
Resolved: Cllr Mrs Clark be appointed as Committee Chairman.
Cllr Mrs Clark chaired the meeting from this point.
2. Vice Chairman
Cllr Porter proposed Cllr Coe who consented to stand. Seconded by Cllr Vawer.
Resolved: Cllr Coe be appointed as Vice Chairman.
- 270/19 Declaration of interests in items on the agenda**
None.
- 271/19 Confirmation of Minutes**
The minutes of the General Purposes Committee meeting of 9 April 2019 were confirmed as being a true record of the business transacted.
- 272/19 Public questions**
Two members of the public were present. No questions were asked.
- 273/19 Update on actions agreed at last meeting**
The Clerk updated the meeting on actions agreed at the last meeting as per the agenda.
- 274/19 Sub Committee reports**
1. Green Matters
ADC's contract and fee for a new little bin in Arundel Road, Fontwell, was noted and discussed. It was considered that the cost was too high and that the food outlets should accept greater responsibility for litter control.
Resolved: Not to provide an addition litter bin in Arundel Road, Fontwell.
The Clerk was asked to contact ADC's Senior Environmental Officer to enquire about which bins they are responsible for emptying and their bin emptying regime.
2. Walbinfont
Cllr Coe reported that he currently information gathering about Walbinfont and wished to set up a handover meeting with Cllr Mrs Clark, Mrs Claire Lewis and Mrs Tina Cooper.

- 275/19 Cricket Club 150th anniversary**
The Clerk reported on the Cricket Club's 150th anniversary preparations. Additional information was provided by Mr Steve Lockwood who said that plans are progressing well.
- 276/19 Environment**
1. Cllr Mrs Clark said that Green Matters should be reported on under Environment. It should have committee members and should develop a process for taking the elements of the Environment Consultant's report forward. Volunteers should be encouraged to take part. Cllrs Porter and Stevens will lead.
2. Cllr Mrs Clark reported that the is £8,500 for Op watershed in Reserves. The contractors have still not come back. Cllr Porter agreed to meet Mrs English to be updated on Op Watershed issues.
- 277/19 Community Play Centre**
1. No report to receive.
2. WPC approval for an artificial play surface noted.
- 278/19 Walberton Task Force**
No report to receive.
- 279/19 Community Resilience**
Cllr Coe reported that, as new to the role, he is doing some research and looking to finalise the Community Resilience plan.
- 280/19 Sussex Police**
1. Cllr Coe reported that he has contacted Sussex Police for details of a local contact and is awaiting a response. He reported on 9 crimes reported since March and is awaiting further updates.
- 281/19 Pavilion maintenance**
Cllr Mrs Clark suggested tie-backs be acquired for the window curtains. These cost £5 each.
Resolved: To purchase 8 tie-backs at £5 each for the Pavilion window curtains.
Cllr Mrs Clark reported that the next phase is to refurbish the parish office. The Clerk was asked to provide details of what cabinets etc are required.
Cllr Coe recommended that a fire risk assessment for the Pavilion be conducted. It was agreed he would do this with the Clerk.
- 282/19 Website and other technology**
Cllr Mrs Clark proposed that this agenda item be renamed Communications.
Resolved: Website and other technology be renamed Communications to include website, residents' emails, Facebook, Twitter and Neighbourhood News.
Cllr Mrs Clark reported that the website has 272 users who did 345 sessions. 104 people visited the new councillors page. There are 332 on the residents' email list. The June newsletter is due out shortly. The old Neighbourhood Plan domain and email address will be terminated effective 10 June. Cllr Vawer will copy the emails.
Neighbourhood News – to note that a parish council edition will be needed late August once the A27 bypass route options are published and an online survey conducted.
- 283/19 Playing field /carpark**
1. The Clerk reported that he had received correspondence from a resident in Holly Tree Grove regarding rats in her garden that appear to be coming from the garden debris mound adjacent to the Community Play Centre. The CPC had taken remedial action and the area had been visited by ADC Pest Control Team who had suggested that WPC has the debris mound removed. The Clerk said that he discussed the issue with Richard May and that he had not yet heard from ADC.
Resolved: The Clerk to contact Richard May to see if he could remove the debris mound and if so, obtain a quote. The Clerk is also to contact ADC Pest Control Officer and arrange a site visit.
2. The purchase of the new lawn mower was noted.
3. Cllr Mrs Clark commented that the wall in Maple Parade has still not yet been repaired. The Clerk was asked to chase up with the landlord's agent.
4. Cllr Mrs Clark raised the subject of lockable recycling bins as the Village Hall is prepared to increase its contribution if agreed. The Clerk reported that WPC has very little recyclable material and what there is, is paper.

After a discussion it was agreed that Pavilion users don't generate recyclable material. If the Village Hall wishes permission to have a lockable recycle bin, then WPC will approve. The Clerk was asked to inform the Village Hall.

- 284/19** **Village Green and pond**
Damage to the concrete wall notified by the Environment Agency was noted. It was agreed to monitor as repairs would potentially require full drainage of the pond.
- 285/19** **Litter**
1. Cllr Ratcliffe reported that the litter picking day is planned for 15 June 2019. Cllr Mrs Clark said that there will be a 'painting day' at the same time to paint the Pavilion exterior brick walls. Volunteers are required for both events, with a 9.30am start.
2. The Clerk reported that he has received several complaints of overflowing litter bins which he had reported to ADC who had dealt with them. Cllr Mrs Clark reported that Mrs Sue Wallsgrove had been in contact with contact with Fiona Fitzgerald (ADC Senior Environmental Health Officer) regarding the litter around the KFC food outlet at Fontwell which was attracting rats. Business owners are to be served with notices regarding bins and litter picking.
The Clerk was asked to contact ADC and confirm which bins in the parish they are responsible for and their bin emptying schedule for our parish as the contract specifies "normally average around twice a week which would alleviate problems."
The Clerk advised that notifying cleansing@arun.gov.uk prompted them into action on emptying bins.
The Clerk was asked to send Mrs Wallsgrove a letter of thanks for following up on the Fontwell litter problem with ADC.
- 286/19** **Play area**
The Clerk reported that some of the minor matters raised the latest inspection report are being addressed, such as replacement parts and the wobbly fence.
- 287/19** **Allotments**
No report to receive.
- 288/19** **Village Hall**
Cllr Porter reported that the next meeting is on 10 June 2019. Cllr Mrs Clark said that at the AGM the question of recycling bin was raised (see 283/19.4) and that the sound proofing is going ahead.
- 289/19** **Rights of Way**
No report to receive.
- 290/19** **Quotes and payments**
1. The Clerk reported that the expected second quote to upgrade the Pavilion's electrical distribution had not yet been received. He will obtain an alternative.
2. The meeting approved 3 payments as per a draft list prepared by the Clerk. A fourth payment of £126.81 was deferred until a VAT receipt had been obtained.
- 291/19** **Correspondence**
Sign boards - Euphoria's request for A boards to be referred to Full Council.
Car park wall ivy - Richard May to be asked to put down some weed killer.
- 292/19** **Any other business**
None.
- 293/19** **Date of next meeting**
The date of the next meeting was confirmed as Tuesday 6 August 2019. The proposed date for the following meeting is 15 October 2019.

Signed.....
Chair

Date.....