

**MINUTES OF THE MEETING OF WALBERTON PARISH COUNCIL HELD IN THE
PAVILION, WALBERTON, AT 6.30pm ON TUESDAY 28 MARCH 2017.**

In attendance: Cllrs Mrs Clark (Chair), Strickland, Camerer Cuss, Rogers, Mitchell, Mrs Parsons, Mrs Wallsgrove, Moores.

118/17 Apologies

Apologies were received from Cllr Mrs English.

119/17 Declarations of interest in items on the agenda

None.

120/17 Confirmation of the minutes

The minutes of the Full Parish Council of 24 January 2017 were confirmed as being a true record.

121/17 To receive a report from West Sussex County Council

Cllr Whittington confirmed that he is standing as a candidate in the forthcoming WSCC elections.

Plans have been resurrected for the completion of the Barnham to Slindon cycle path, in particular for Arundel Road, Fontwell, on which he will brief the Acting Clerk on due course.

Op Watershed funding has been successful.

JDAC will be in name only until May when the five local parishes including Walberton become Joint Western Area Committee (JWAC). The next meeting will be held in the five villages, either Eastergate or Barnham.

The flooding by the pond in Walberton Lane is being addressed, and the residents who raised the issues are being advised.

122/17 To receive a report from Arun District Council

Cllr Dingemans reported that the Arun Local Plan was agreed by Full Council on 22 March 2017. The draft will go out shortly for consultation and then to the Inspector. Any comments should be addressed to the Inspector who will make his recommendations and possible adoption before Christmas.

Arun's Constitutional Working Party passed an amendment that Walberton should have a seat on the Western JDAC Committee. His written report submitted to Council.

123/17 To adjourn the meeting for public questions

As there were no members of the public present, the meeting was not adjourned.

124/17 Reports from Committee Chairs

Planning Committee

1. Cllr Camerer Cuss commended the minutes of the Planning Committee meetings of 31 January and 21 February 2017, which had been previously circulated. The planning application for Progress garage, Yapton Lane, Walberton, had been supported with comments. The planning meeting of 14 March was cancelled as there were no applications to consider.

2. No councillors' questions were raised.

Finance Committee

1. Cllr Strickland commended the minutes of the Finance Committee meeting of 27 February 2017 which had been previously circulated.

2. It was necessary to appoint an Internal Auditor for the End of Year accounts. The Acting Clerk had made some enquiries and recommended that Rachel Hall, of RS Hall & Co, Woodgate, Chichester, be appointed. She conducts the internal audits for Barnham and Yapton parishes. She had been approached and was willing to undertake the work.

Resolved: Rachel Hall be appointed as the Internal Auditor for the 2016/17 End of Year accounts.

3. A question was raised regarding two parishioners emailing the Acting Clerk querying the increase in next year's parish precept.

Agreed. A summary is to be prepared so that an appropriate response can be provided.

The Chair agreed to a request from Cllr Strickland to address agenda item 14.

Grants – general

1. Cllr Strickland proposed that funding generation should be the responsibility of the Chair of each committee in consultation with the Acting Clerk.

Agreed.

2. Letters of thanks had been received from the Allotments Association, Village Friends, Barnham Trojans, Coffee Stop, Walberton Pre-School, Community Minibus, Just Different, Binsted Arts, Citizens Advice and the Baby & Toddler Group for their Sec 137 grants from the Council.

General Purposes

1. Cllr Mrs Clark commended the minutes of the General Purposes Committee meeting of 21 March 2017 which had been previously circulated. She, Cllr Mrs Wallsgrove and the Acting Clerk had looked in the Red Cross shed and other storage areas and found that a good clear out was required. Relevant organisations had been contacted and a clearance session has been planned for 9.30 – 12.30 on Saturday 1 April.

Cllr Mrs Parsons said that the guttering is leaking at the back of the Pavilion. Acting Clerk to check and arrange any repairs.

125/17

Reports from other organisations

1. Joint Downland Area Committee.

Cllr Mrs Wallsgrove had nothing to report.

2. Walberton Task Force.

Cllr Mrs Clark reported on behalf of Mr Peter Brown that there had been some tidying up at The Pound and that four further dates were planned before 18 June.

3. Village Hall.

Cllr Mitchell reported that, amongst other things, the minimal running cost of the defibrillator would be taken by the Village Hall, the music night had been booked for 22 July, Jean Strickland had been accepted on to the committee and that the AGM is on 16 May 2017. His written report submitted to Council.

4. Community Play Centre.

Cllr Mrs Clark reported that Mr Andy Siragher had now retired and it was necessary to appoint a replacement parish council trustee. Cllr Moores accepted this position.

Agreed – Cllr Moores be appointed as the parish council trustee for the CPC.

5. Allotments.

Cllr Rogers referred to his report to the General Purposes Committee on 21 March 2017. The suggestion of a second water trough being connected to the mains water supply will not be pursued owing to the costs being too high.

6. Police liaison.

Cllr Mrs Clark, on behalf of Cllr Mrs English, referred to her report to the General Purposes Committee meeting of 21 March 2017. A general reminder about leaving valuable and tools in vehicles was necessary.

7. Parish News.

Cllr Strickland reported that the latest issue was published today. It included an update on the Neighbourhood Plan and an invitation to the Annual Parish Meeting on 25 April 2017.

126/17

Neighbourhood Plan

Cllr Mrs Clark reported that the Parish News with information on the NP was published a week early as we wanted to get the Tuppens Field petition out.

127/17

Arun District Plan

Cllr Camerer Cuss reported that things will have to move quickly if going to get the comment agreed by the Neighbourhood Plan Steering Group, which should be reviewed by a barrister. It is subject to further discussion. The parish is not against housing development, but tries to ensure that other, smaller, sites are put forward, rather than have something imposed.

128/17

Annual Parish Meeting 25 April

Cllr Mrs Clark reported on the arrangements in hand for the day. An invitation to parishioners to attend is published in the Neighbourhood News. The Acting Clerk will co-ordinate the agenda for the 2 minute report slots.

Cllr Mrs Parsons's idea of posters publicising what the PC had achieved during the year was approved. Various councillors agreed to take a section.

129/17

Community Resilience including flood management

Cllr Mitchell reported that plans are well under way in completing the Community Resilience Plan. The Resilience Committee had met four times and members of the community were coming forward with offers of assistance.

A successful application had been made to Op Watershed to address a long-standing flood issue in Eastergate Lane, and discussions are underway with the contractor.

His written report, together with the aims and objectives of the Community Resilience Plan, was submitted to Council.

130/17

Open Gardens

Cllr Mrs Clark reported on behalf of Mr Peter Brown that there are currently 26 gardens, 2 of which are in Binsted.

131/17

Playing Field shed

Cllr Mrs Clark outlined a proposal put forward for Barnham Trojans to demolish the wooden shed and replace it with a wooden football store on the concrete base at their cost.

Resolved – Barnham Trojans to demolish and dispose of the wooden shed and replace it with their own wooden football store on the same site.

- 132/17 Marketing**
 1. Samples created by Cllr Mrs English were discussed and one was selected to be the new logo for Walberton Parish Council.
 2. Cllr Mrs Clark circulated a draft of the latest Neighbourhood News and thanked Cllr Mrs English for bringing the publication day a week forward.
- 133/17 WalBinFont**
 1. Music night 22 July - Cllr Mrs Parsons updated on the arrangements in hand as regards advertising, bookings and ticketing; £5 per person, under 12's free. Possible mobile bar.
 2. Fontwell afternoon - Cllr Mrs Wallsgrove reported that the date of 20 August 2017 had been set and that activities were under discussion. The next meeting will be on 3 April 2017.
- 134/17 Correspondence received**
 None.
- 135/17 Exclude public and press**
 There were no public or press present to exclude.
- 136/17 Staff matters**
 1. Cllrs Mrs Clark and Mitchell presented a staff update.
 2. The mini personnel group of Cllrs Mrs Clark, Strickland and Mitchell, will continue and have the authority of the Council to determine staff arrangements.
- 137/17 Date of next meeting**
 The date of the next meeting was confirmed as being in the pavilion at 6.30pm on Tuesday 23 May 2017.

Signed.....
 Chair

Date.....