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| Logo  Description automatically generated with low confidence | **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) |

**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL HELD IN THE PAVILION AT 7.00pm ON TUESDAY 10 JANUARY 2023.**

**1. Record of attendance and apologies**

**79/23** In attendance: Cllrs Ratcliffe (Chair), Vawer, Wicks, Smyth, McAuliffe, McElvogue and Ttitmus.

A Peppler – Clerk.

3 members of the public.

Apologies: WSCC Cllr Bence.

Absent: Cllr Redwood.

**2. Declarations of interest in items on the agenda**

**80/23** Cllr Titmus declared a personal interest in agenda item 26 – Fontwell Community building.

**3. Confirmation of minutes**

**81/23** The minutes of the Full Council Meeting of 10 January 2023 were confirmed as a true record of the business conducted.

**4. Matters arising from previous minutes**

**82/23** None.

**5.** **To receive reports from Arun District Council**

**83/23** Cllr McAuliffe reported that ADC held its budget meeting last week. No agreement had been reached and a further meeting is being reconvened.

**6.** **To receive a report from West Sussex County Council**

**84/23** See minute 95/23.

**7.** **Public questions (max 15 minutes)**

**85/23** A member of the public said that Walberton Place wishes to increase its involvement in the community, specifically with regards to the King’s Coronation Big Lunch in May. Cllr Ratcliffe replied that the local churches are doing a combined service and event on the Sunday at the Village Hall, but WPC has no plans to organise a community lunch. However, the playing field will be available for those who wish to picnic, and WPC will be happy to look at supporting local events where possible.

**8. Planning Committee**

**86/23** 1. Cllr McElvogue commended the draft minutes of the Planning Committee meeting of 17 January 2023 (previously circulated), and the date of the next meeting on 14 March 2023 was noted.

2. There were no councillor questions.

**9. General Purposes Committee**

**87/23** 1. Cllr Titmus commended the draft minutes of the General Purposes Committee meeting of 21 February 2023 (previously circulated), and the date of the next meeting on 18 April 2023 was noted.

2. There were no councillor questions.

**10. Finance & Legal Committee**

**88/23** 1.Cllr Ratcliffe reported that it is coming up to the financial year’s end. The Clerk was asked to submit a brief on the current financial status.

2. There were no councillor questions.

**11. Committee appointments**

**89/23** Unable to progress owing to councillor absence.

**12. Local council elections**

**90/23** The local council election on 4 May 2023 was noted. The Clerk had previously circulated ADC’s process and timetable to members.

**13. Review of council assets**

**91/23** Cllr Titmus reported that he has still not heard from the Land Registry.

**14. Policies**

**92/23** None.

**15. Business activity**

**93/23** The Clerk reported that the project to redecorate the inside of the Pavilion had been added to the activity spreadsheet.

**16. Consultancy**

**94/23** The consultancy arrangements with ANC Consultancy were reviewed .Cllr Ratcliffe reported that Amy Nation is being proactive and working well, and she is happy to continue. Cllr McElvogue recommended no changes to the current arrangements.

**17. A 27 Arundel Bypass**

**95/23** 1.WSCC Cllr Bence joined the meeting.

2. Cllr Ratcliffe reported that two sessions with Highways England had been held within the last month providing information on the DCO process. The DCO is slipping in timing and the aim for application is the end of June. Cllr Bence said that statuary consultees ADC, Southdowns National Park and WSCC, have been invited to provide a ‘statement of common ground’. WPC has not been invited to do so. He suggested that WPC puts together a list of issues of discontent in collaboration with neighbouring parish councils, and back it up with signatory list. A discussion took place and it was agreed that WPC would take the lead on any such action.

Cllr Ratcliffe proposed a strategy be prepared for putting together a joint statement of common ground in collaboration with neighbouring parish councils. WPC to take the lead. The matter was put to the vote and carried unanimously.

Resolved: To prepare the strategy as proposed.

To be put on agenda for next Planning meeting on 14 March 2023.

**18. Village pond and green**

**96/23** 1. The Clerk reported that recent work had been completed on tidying up and mulching of trees at the community orchard. Photos will be circulated. Cllr McAuliffe will check that the work meets the specification agreed.

2. The Clerk has yet to hear from Ollie Harris on the detail for his proposed work to repair the archway.

**19. Finalising council works**

**97/23** The process of ‘signing off’ work completed was discussed. Point 5.3 of the Financial Regulation covers this. It was agreed that who signed off that work was satisfactorily completed should be recorded. The Clerk to create additional columns in the accounts workbook to record this information from 1 April 2023.

**20. Playing field path**

**98/23** 1. Cllr McElvogue reported that a generic design for the proposed playing field path and two quotes had been discussed at the recent GP meeting. A discussion followed on financing and funding.

2.Cllr Ratcliffe proposed that WPC underwrites any shortfall in Sec 106 or CiL funding for the path.

Resolved: WPC to underwrite any shortfall in Sec 106 / CiL funding for the completion of the playing field path up to a maximum of £15000.

**21. Community Resilience including Climate Change and Flooding**

**99/23** Cllr McElvogue reported that preparation on the community resilience plan was work in progress.

**22. Pavilion hire**

**100/23** The Clerk submitted a proposed schedule of review hire costs for the Pavilion, which was accepted.

**23. To receive additional reports**

**101/23** 1. Village Hall

Cllr Titmus had nothing to report.

2. Community Play Centre

No report.

3. Allotments

Cllr Ratcliffe reported that some minor snags of the recently replaced fencing had been brought to Ollie Harris’s attention for remedy. Allotment holders have been informed of the increase due in the annual allotment rental from April 2023.4. Walberton & Binsted CofE School

No report. Continued lack of contact with the headteacher was noted.

5. Police Liaison

The Clerk had circulated a report from the local PCSO who reported damage to a vehicle in West Walberton Lane in January and the theft of a number plate in Fontwell in February. The Clerk was asked to request a copy of the collision report from Sussex Police of the serious road accident on the A27 near Tye Lane in February.

6. Communications – web site, emails, social media

Cllr Vawer reported that the standard residents’ was circulated on 1 February. An extra email was circulated relating to a missing person. An article was submitted for Sussex Local as usual. Items for the next Neighbourhood News issue are being considered to perhaps include the A27 Bypass DCO process. He is preparing articles for the March edition of Parish News and would welcome contributions.

**24. Arun District Council parish briefings**

**102/23** Cllr Ratcliffe referred to his previously circulated report. The first briefing in two and a half years was held on 23 February 2023, covering the National Planning Policy Framework and Community Infrastructure Levy. ADC’s Local Plan remains paused since October 2021 and they are waiting for the NPPF legislation to be finalised before proceeding. WPC’s CiL proforma is due this March but the next full review is in 2024 and there is little funding left available for 2023. There will be a need to show evidence that any new development has increased demand or usage to support an application.

**25. Annual meeting of the Parish**

**103/23** Arrangements for the AMOP on 22 May 2023 were considered. It was agreed the meeting would be held in the Pavilion.

**26. Fontwell Community building**

**104/23** The purpose of the proposed east wall beside the community building was discussed. Its construction appears to be superfluous and has the potential create problems relating to fly tipping and antisocial behaviour. Cllr Vawer agreed to investigate with Dandara.

**27. Staff matters**

**105/23** None.

**28. Correspondence received**

**106/23** An email from a resident received remarking on the recent work done at the community orchard on the village green and how nice it looks.

**29. Quotes and payments**

**107/23** The Clerk presented a draft payment list of four payments for authorisation.

Resolved: To approve the payment as per the draft payment list.

**30. Any other business**

**108/23** Cllr McAuliffe had received an email from a resident regarding the untidiness of the area around Blacksmith’s Corner. He will ask MCE Groundcare to quote for remedial works.

Cllr Ratcliffe said that he is away from 29 March through to 16 April 2023.

**31. Date of next meeting**

**109/23** The date of the next meeting was confirmed as 7.00pm on 9 May 2023.

There being no other business the meeting closed at 9.20pm.

Signed……………………………………………………………………. Date……………………………………………………………

Chair