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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 0PJTel: 01243 554528email: 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 THE ANNUAL MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE PAVILION AT 7.15 pm ON TUESDAY 6 JUNE 2023 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

**PLEASE NOTE**

**Members of the public are welcome to attend the meeting. Limited participation will be available via Teams – contact the Clerk for details.**

Signed: Date: 1 June 2023

Peppler – Clerk

**1. Record of attendance and apologies**

**2. Declarations of interest 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.

**4. Confirmation of minutes**

 To confirm the minutes of the Annual Parish Council Meeting of 11 May 2023.

**5. Matters arising**

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

**7.** **To receive reports from Arun District Council** Cllrs McAuliffe, Penycate and Birch

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

**9. Councillor vacancies**

 To consider filling current councillor vacancies by co-option.

**10. To appoint members to serve on Committees and to consider other committees that may be required**

1. Standing Committees

 1. Planning Committee.

 2. General Purposes Committee.

 3. Finance & Legal Committee.

 4. Staff matters.

2. Other committees

 1. Highways Working Party

2. Fontwell Meadows subcommittee (to include the Community Building, Open Space and Allotments)

 3. Avisford Grange Development Working Party

 4. Community Resilience

**11. To appoint Council representatives to:**

1. Joint Western Arun Area Committee

 2. Arun Joint Action Group

 3. Village Hall Trustee – Cllr Titmus

 4. Allotments

 5. Police Liaison - Clerk

 6. Community Play Centre Trustee – Cllr Hewson

 7. Parish News, social media and residents’ emails – Cllr Vawer

 8. WalBinFont

 9. Walberton & Binsted C of E School – Cllr Hewson

 10. Barnham, Eastergate and Westergate Advisory Group (BEWAG)

 11. Arun District Association of Local Councils (ADALC)

 12. Elected Representatives Forum (ERF)

**12. Planning Committee**

 To consider any issues.

**13. General Purposes Committee**

 To consider any issues.

**14. Finance & Legal Committee**

 1. To consider any issues.

 2. To appoint signatory for the Public Sector Deposit Fund.

**15.** **Review of council assets**

 Update on registered title deed results.

**17. Annual Meeting of the Parish**

 To review the AMoP of 22 May 2023.

**18. Policies**

To consider any policies.

**19.** **Community grant awards**

 To consider dates for application for Sec 137 grant awards.

**20.** **Business activity**

 To review business activity.

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

**22. Arun District Council parish briefings**

**23. Fontwell Community building**

**24. Staff matters**

**25. Correspondence**

**26. To approve quotes and payments**

**27. Any other business**

**28. Date of next ordinary meeting of the Parish Council.**

To confirm the date of the next meeting of 7.15pm Tuesday 11 July 2023.