



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL HELD IN THE PAVILION
AT 7.15pm ON TUESDAY 12 SEPTEMBER 2023.**

1. Record of attendance and apologies

439/23 In attendance: Cllrs Vawer (Chair), Smyth, McElvogue and Titmus.

Apologies: Cllrs Hewson and McAuliffe

C Stevens – Clerk.

Four members of the public present including Victoria Harris and Colin Piper.

2. Declarations of interest in items on the agenda

440/23 Cllr Titmus declared a personal interest in agenda item 18 – Fontwell Community Building.

Cllr McElvogue declared a personal interest in item 6 tennis provision and item 15 Avisford Grange tennis courts.

4. Confirmation of minutes

441/23 The minutes of the Full Parish Council Meeting of 11 July 2023 were confirmed as being a true record of the business conducted.

5. Matters arising

442/23 The question was asked about whether other clerks had been approached to see if they had reports of people feeling unsafe while crossing roads to use the bus service due to there being no pedestrian crossing. It appeared that this had not had much attention and it was agreed that the Clerk would contact other local clerks to ask the question of their councillors.

6. Tennis provision

443/23 Colin Piper attended and gave a presentation on what he could potentially offer by way of managing the courts and ascertaining that they are up to specification before they are signed over.

Resolved: To engage with Colin Piper initially in relation to making sure the courts are up to specification and any remedial works be done before they are signed over.

7. To receive a report from West Sussex County Council

444/23 Apologies received from Cllr Bence. He said in his email that he was very happy to attend the next meeting as Walberton/Fontwell has been a primary concern for him, given the ongoing planning and infrastructure issues in the six villages.

8. To receive reports from Arun District Council

445/23 No Arun District Councillors in attendance therefore no reports were received.

9. Public questions (max 15 minutes)

446/23 1. A member of the public asked the question as to how the path past the tennis courts is going to join to the existing path/green. She was concerned that a lot of people are using a hole in the hedge to access the field in the far corner, rather than coming out of Avisford Grange, onto Yapton Lane and along Avisford Park Road. It was confirmed that the path will join the new housing estate to the field and existing path which should stop the use of this hole in the bush.

2. The same member of the public also questioned why the trees had been cleared out by Tye Lane where the new development meets it. Was this going to be an access road in and out of the new houses. It was confirmed that this was just an access road for emergency vehicles which will be closed off with bollards that are only removable by the emergency services themselves.

10. Planning Committee

- 447/23** 1. Cllr Vawer commended the draft minutes of the Planning Committee meeting of 15 August 2023 (previously circulated). The date of the next meeting on 26 September 2023 was noted.
2. There were no councillor questions.

11. General Purposes Committee

- 448/23** 1. Cllr Titmus commended the draft minutes of the General Purposes Committee meeting of 1 August 2023 (previously circulated). The date of the next meeting on 19 September 2023 was noted.
2. There were no councillor questions.

12. Finance & Legal Committee

- 449/23** 1. Cllr commended the draft minutes of the Finance & Legal Committee meeting of 18 July 2023 (previously circulated). The date of the next meeting on 3 October 2023 was noted.
2. There were no councillor questions.

13. Council Visions

- 450/23** Cllr McAuliffe not present, it was proposed that Council Visions should be set once a year at the AGM along with a review of the previous year's visions.

14. Review of council assets

- 451/23** 1. Still nothing heard from the Land Registry.
2. Suggested that the Clerk could go through the deeds and see what is or isn't there.

15. Avisford Grange tennis courts

- 452/23** Heidi has acknowledged our query but is yet to give any information.

16. Policies

- 453/23** No change to Standing Orders.

17. Business activity

- 454/23** Clerk updated activity plan with information on updating the pavilion lighting and changing the door. A further item to be added by way of the Avisford Grange tennis courts.

18. Community Resilience including Climate Change and Flooding

- 455/23** The question was raised as to whether we need a winter maintenance plan. There was also a discussion on local gritting routes and location of gritting bins, if there are any. It was suggested that a need to have Eastergate Lane, West Walberton Lane and Binsted added to the gritting routes. After further thought it was agreed that West Walberton Lane should be requested to be added to the gritting routes. It was agreed that the location of any/all gritting bins within the parish should be found out. This should perhaps be moved to General Purposes committee.

19. Additional Reports

- 456/23** 1. Village Hall – Cllr Titmus attended a committee meeting at the village hall which confirmed that the Willie Austen evening was a success. Not much else of note to report.
2. Community Play Centre – Cllr Hewson met with the Playcentre and confirmed there were 2 queries from them regarding the bottle store and any news on increasing the capacity of the centre to keep up with local demand.
3. Allotments – it was requested that a further quote to sort rabbit proof fencing is required.
4. Walberton & Binsted CofE School – Cllr Hewson confirmed the dates of his next meetings with the school.

5. Police liaison – PCSO Caroline Wilson was unable to attend in person but gave us a brief insight into what activities had been reported to her over the last month.

6. Communications – Clerk information has been updated on the website but requires a brief about me section which is underway. Confirmation that several items have been sent out via email and/or posted on social media to alert residents to ongoing issues. Parish News has requested a more detailed overview of current sites/planning applications for the Parish, Cllr Vawer confirmed this is in preparation.

20. Fontwell Community building

457/23 Work continues but no further update yet. No Cllr was able to attend the inspection on 22/08/2023 so nothing known regarding that. The play area signage has been ordered but the snags that were highlighted previously are still under way. A new updated sign for Walberton play area was also ordered.

21. Staff matters

458/23 1. Clerk Training – To be able to enrol on the CiLCA course it is a requirement to have been in the role for 12 months, but there is an iLCA course which it was agreed for the Clerk to sign on to. It was also agreed that all Cllrs and the Clerk should take part in a Health & Safety and first aid course. Cllr McElvogue is looking into this and will report back in due course.
2. Clerk IT Equipment – It was agreed that the Clerk's IT equipment should be upgraded. Clerk to speak with JNR computers for their thoughts and recommendations.
3. It was also confirmed that the office should be updated, namely in term of blinds to enable a more comfortable working environment.

22. Correspondence

459/23 1. Maureen Chaffe, DPO, emailed asking if the Parish Council would like to renew their annual contract with her, it was agreed that yes this was the case and the Clerk was to email her confirming this.
2. Email from HFT Walberton asking if we would firstly support their effort in petitioning to keep the centre open and secondly to potentially help financially. Financial assistance is not something that the Parish Council would be able to offer in any quantity sufficient to help keep the centre open.

23. To approve quotes and payments

460/23 2. The Clerk presented a draft payment list of six payments for authorisation.
Resolved: To authorise all 6 payments

24. Any other business

461/23 1. Cllr Vawer spoke of the tree grant on offer. It was discussed if there were any suitable plots to seek this grant for, but with the limited timescale and size of the grant being offered it was agreed that, on this occasion, it was not something that would be viable in the Parish.
2. Cllr Smythe mentioned that he still needs to do the planning training, Clerk is to keep an eye open for any possible courses that may suit this. He also confirmed that he had followed up on the work to reduce the speed limit along The Street in Walberton to 20mph and stated that an official application needs to be made. It was confirmed that this requested speed change is only for The Street and the application will be made now.

25. Date of next ordinary meeting of the Parish Council.

462/23 The date of the next meeting was confirmed as 7.15pm Tuesday 7 November 2023.

There being no other business the meeting closed at 9.19pm

Signed.....

Chair

Date.....