



**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 16 JANUARY 2024.**

1. Record of attendance and apologies

17/24 In attendance: Cllrs Vawer (Chair), Hewson, McElvogue and McAuliffe. Cllr Titmus joined shortly after the meeting had started.

C Stevens – Clerk.

Three members of the public present including Victoria Harris, Project Manager.

2. Declarations of interest in items on the agenda

18/24 Cllr McElvogue – declared a personal interest in items 11, 12 and 14.

Cllr Titmus – declared a personal interest in item 16a.

3. Confirmation of minutes

19/24 The minutes of the Full Parish Council meetings of 12 September 2023, 7 November 2023 and the Extraordinary Meeting of 1 August 2023 were confirmed as being true records of the business conducted.

4. Matters arising

20/24 None.

5. To receive a report from West Sussex County Council

21/24 No report received from Cllr Bence.

6. To receive reports from Arun District Council

22/24 Cllr McAuliffe reported the major concerns over drainage and potholes along Barnham Lane. Hoping to get a more long-term solution from County Council as this is an ongoing problem year after year. Cllr McAuliffe also spoke about an issue in that residents of Avisford Grange are experiencing multiple golf balls being hit into their gardens, sometimes causing damage, from Avisford Golf Course. 2 members of the public spoke on this as below.

7. Public questions (max 15 minutes)

23/24 Residents of houses directly adjacent to the golf course spoke about the trouble they are having and what has been done, by the golf course, to try and help with this. No remedy has been found yet. The Clerk is to email the golf club in the first instance to relay information relating to the problems and ask what can be done to stop this from continuing.

8. Planning Committee

24/24 a. Cllr Vawer commended the draft minutes of the Planning Committee meeting of 28 November 2023 (previously circulated). The date of the next meeting on 6 February 2024 was noted.

b. There were no councillor questions.

c. Resolved: After attending a meeting at Aldingbourne regarding local flooding which Cllrs Vawer, Hewson and McElvogue attended and Cllr Vawer reported on. It was agreed to request Grampian conditions to be applied to appropriate planning applications.

9. General Purposes Committee

- 25/24** a. Cllr Titmus commended the minutes of the General Purposes Committee meeting of 14 November 2023 (previously circulated). The date of the next meeting on 30 January 2024 was noted.
b. There were no councillor questions.

10. Finance & Legal Committee

- 26/24** a. Cllr Vawer commended the draft minutes of the Finance & Legal Committee meeting of 9 January 2024 (previously circulated). The date of the next meeting on 16 April 2024 was noted.
b. There were no councillor questions.

11. Tree Preservation Orders

- 27/24** Victoria Harris reported on her meeting with the Tree Officer. It was confirmed that there are good examples of trees within the Parish that would be suitable for a Tree Preservation Order.
Resolved: To engage with the community to ascertain which (if any) trees residents feel should be included in the TPO application. A deadline of the end of March 2024 was set to receive this information before making the formal application to Arun.

12. Playing Field Path

- 28/24** A certificate of lawfulness is awaited from Arun to allow the amendment to the initial path planning application. The solar lighting which is to be installed along the path needs confirming. The aim is to agree the work ready to start in April 2024.

13. Highways, Transport & Planning at WSCC

- 29/24** Following a set of questions received from the Parish & Community Engagement Officer, Cllrs gave their answers/input. It was noted that as a Parish we do not receive a lot of information from HTP except for multiple road closure notifications, most of which are beyond our Parish location. The main frustrations lie with lack of proactive maintenance of known problem areas, lack of transparency with regards to 106 monies and diversion routes not being set with local knowledge input from Parish Council. It was agreed that more information on potholes (always relevant) and cutting schedules to enable working alongside each other (WSCC and WPC) would be beneficial. It was agreed that the preferred method of finding out relevant information would be through self-service information if it was kept up to date. Cllr McAuliffe and the Clerk are to pass this information on to the Engagement Officer at their meeting with him.

14. Budget

- 30/24** The budget was presented for 2024/2025.
Resolved: To approve the budget. The Clerk is to let Arun know our precept request.

15. Business activity/Infrastructure Projects – CIL Funding

- 31/24** Nothing to update.

16. Additional Reports

- 32/24** a. Local Transport Infrastructure – Cllr McAuliffe reported a lack of public transport availability within the Parish. A discussion was had on how best to help with this issue. The Clerk is to liaise with local Parishes and WSCC about possible options and funding.
b.i. Village Hall – nothing to report.
b.ii. Fontwell Hall (Bottle Store) - The hall is nearing completion, but still not ready. There is a lot of interest in hiring the space. The Clerk is to ask those interested in hiring the space for more information on their usage requirements.
c. Allotments – nothing to report.
d. Walberton & Binsted CofE School – Cllrs agreed to attend a session at the school to allow pupils to ask them questions about being a Councillor. A date in the summer is to be agreed.

e. Police Liaison – no report was received. It was reported, by Cllrs, that there has been a spate of car break ins/thefts in the local area. The Clerk is to ask the PCSO what advice they can give as to how best to try and prevent this happening.

f. Communications – website, emails & social media – Cllr Vawer gave a brief run-down of postings on social media along with newsletters sent via email. Website is continuing to be updated.

g. Playcentre @ Walberton – Cllr Hewson reported that the need for more spaces is ongoing. Playcentre are very keen to hire The Bottle Store. Cllr Hewson is to ask for more information on the required alterations that would be needed to make The Bottle Store compliant with Ofsted and to find out what sort of hours they would be hoping to use it for.

17. Staff Matters

- 33/24** a. Clerk training – Clerk confirmed training is continuing alongside day-to-day work.
- b. Clerk IT equipment – New laptop is in situ and up and running. 1 of 2 screens is working. JNR Computers are coming to sort the screens and to make ready the old laptop before it is transferred to be a community asset for use with collecting data from the SID.

18. Correspondence

- 34/24** The letter from Andrew Griffith MP was noted and discussed. The Clerk is to investigate whether the lighting along the new path around the playing field could be used to form a grant application to Safer in Sussex.

19. To approve quotes and payments

- 35/24** The clerk presented 2 payments.
Resolved: Authorise both payments

20. Any other business

- 36/24** It was agreed that the new metal gates at the pedestrian entrance to Fontwell Meadows are not in keeping with the look/feel of the Parish and the question was asked as to whether this was spoken about with the Parish. The consensus was no. Cllr McAuliffe is going to speak to the relevant person to try and find a resolution.
- Bus shelters are to be put on to the next General Purposes Committee meeting and the Clerk will collate the information she has received from a neighbouring Parish for this meeting.

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

- 37/24** The date of the next meeting was confirmed as 7.15pm Tuesday 5 March 2024.

There being no other business the meeting closed at 8.43pm

Signed.....
Chair

Date.....