|  |  |
| --- | --- |
| **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/) |

**TO:   ALL MEMBERS OF THE PARISH COUNCIL**

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE PAVILION AT 7.15 pm ON TUESDAY 7 NOVEMBER 2023 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

Signed: C Stevens – Clerk Date: 31st October 2023

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:

* + 1. the item they have the interest in
    2. whether it is a pecuniary, personal and/or prejudicial interest
    3. the nature of the interest
    4. if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.

1. **Confirmation of minutes**

To confirm the minutes of the Full Council Meeting of 12 September 2023 and the Extraordinary Meeting of 1 August 2023.

1. **Matters arising**
2. **To receive a report from West Sussex County Council** Cllr Bence
3. **To receive reports from Arun District Council**  Cllrs Penycate, Birch & McAuliffe
   1. Traffic Calming - 20mph speed limit action group Cllr Penycate
   2. HFT Closure Cllr Penycate
4. **Public questions (max 15 minutes)**
5. **Planning Committee**
   1. To receive the draft minutes of the Planning Committee meeting of 15 August 2023 (previously circulated) and to note the date of the next meeting on 28th November.
   2. Councillor questions.
6. **General Purposes Committee**
   1. To receive the draft minutes of the General Purposes Committee meeting of 19th September 2023 (previously circulated) and to note the date of the next meeting on 14th November 2023.
   2. Councillor questions.
7. **Finance & Legal Committee**
   1. To receive the draft minutes of the Finance & Legal Committee meeting of 3rd October 2023 (previously circulated) and to note the date of the next meeting on 9th January 2024.
   2. Councillor questions.
8. **Community Play Centre**

To receive a report from Community Playcentre Trustees & Cllr Hewson and to discuss their letter of suggestion to expand.

1. **Unspent Section 106 Monies**

Email from Maureen regarding unspent S106 monies – previously circulated.

1. **Sec 137 Grant Awards 2023**

To consider applications for grants.

1. **Business activity/ Infrastructure Projects – CIL Funding**

To review business activity and consider projects for CIL money.

1. **Remembrance Sunday 12 November 2023**
2. **Additional reports**
   1. Village Hall Cllr Titmus
   2. Allotments
   3. Walberton & Binsted CofE School Cllr Hewson & Vawer
   4. Police Liaison PCSO Caroline Wilson
   5. Communications – web site, emails, social media        Cllr Vawer
3. **Council and committee meeting dates**

To consider setting meeting dates for the next 6 months.

1. **Staff matters**
   1. Clerk training
   2. Clerk IT equipment
2. **Correspondence**

To note SDNP Oct 2023 Newsletter

1. **To approve quotes and payments**
2. **Any other business**
3. **Date of next ordinary meeting of the Parish Council.**

To confirm the date of the next meeting of 7.15pm Tuesday 16 January 2024.