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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 8 MARCH 2022.**

**123/22 Record of attendance and apologies**

In attendance: Cllrs Mrs Clark (Chair), Vawer, Ratcliffe, Hewson, Wicks, McAuliffe, Skillicorn, Titmus and McElvogue.

A Peppler – Clerk.

**124/22 Declarations of interest in items on the agenda**

Cllr Titmus declared a personal interest in agenda item 17 – Fontwell Meadows.

**125/22 Confirmation of minutes**

The minutes of the Full Council Meeting of 18 January 2022 were confirmed as being a true record of the business conducted.

**126/22** **To receive reports from Arun District Council**

No reports were received. The Clerk was asked to send an email of thanks to Cllr Roberts for his support on A27 Arundel Bypass issues.

**127/22** **To receive a report from West Sussex County Council**

Apologies were received from Cllr Bence. The Clerk was asked to send an email of thanks to Cllr Bence for his support on A27 Arundel Bypass issues.

**128/22** **Public questions (max 15 minutes)**

No members of the public were present.

**129/22 Planning Committee**

1. Cllr Vawer commended the minutes of the Planning Committee meeting of 25 January 2022 and the draft minutes of the meeting of 1 March 2022 (previously circulated). The date of the next meeting on 12 April 2022 was noted.

2. There were no councillor questions.

**130/22 General Purposes Committee**

1. Cllr Vawer commended the draft minutes of the General Purposes Committee of 8 February 2022 (previously circulated). The date of the next meeting on 22 March 2022 was noted.

2. There were no councillor questions.

**131/22 Finance & Legal Committee**

1. Cllr Ratcliffe reported that financially things are comfortable and that the budget is slightly underspent. The transfer of the Fontwell Open Space land has been completed and there is only the licence to conclude.

2. There were no councillor questions.

**132/22 Committee appointments**

Consideration was given to filling a vacancy on the Planning Committee.

Resolved: Cllr Hewson appointed to the Planning Committee.

**133/22 Policies**

There were no policies to review.

**134/22 Business activity**

The Clerk reported that the business activity is available to all members on Teams and that it is currently up to date.

**135/22 A 27 Arundel Bypass**

Cllr Mrs Clark thanked members for their efforts in preparing the council’s draft response to Highways England as part of the Bypass consultation. She proposed that the final draft and accompanying seven appendices be submitted. A vote was taken by way of a show of hands and was carried unanimously.

Resolved: To submit the final draft of the council’s response and seven appendices to Highways England.

**136/22 Community Resilience including Climate Change and Flooding**

Cllr McAuliffe reported that the CR plan is still being reviewed. Some ideas have been generated resulting from the recent Storm Eunice, and reference will be made to Felpham PC’s CR plan.

**137/22 To receive additional reports**

1. Village Hall

Cllr Titmus referred to his previously circulated report. The AGM has been set for 9 May 2022 when consideration will be given to the adjustment to the constitution regarding the number of trustees. A new candidate is being sought for a new Treasurer.

2. Community Play Centre

Cllr Hewson referred to his previously circulated report. The Play Centre now has 15 staff and there is currently a recruiting process to fill some vacancies. The number of child places for September 2022 is looking healthy. A range of developments are planned this year around the nursery curriculum, out of school facilities and staffing pay structure. 3. Allotments

Cllr Ratcliffe referred to his previously circulated report. The new season has started and there is a waiting list. Finances are healthy and the rent per allotment will be kept the same as last year. There is a reserve fund for the replacement of badly damaged fencing, but difficulties are being experienced in getting it repaired.

4. Walberton & Binsted CofE School

Mrs Clark referred to her and Cllr Vawer’s meeting with the Headteacher and two governors on 28 February 2022 when a range of issues were discussed, notes of which were previously circulated. Since then, the governors have drafted a letter to National Highways and the headteacher has sent a parent email with a A27 letter asking them to respond to the Arundel Bypass consultation.

5. Police Liaison

The Clerk referred to a report received from PCSO Caroline Wilson. She mentions an instance when eggs were thrown at a house in Walberton Village. There was also a recent distraction theft when a watch was stolen from the wrist of a gentleman by two women speaking with an Eastern European accent. Anyone with information is asked to contact Sussex Police on 101. In December 2021, 7 vehicle crimes, 3 other thefts, 2 anti-social offences and 2 offences of violence were reported.

6. Communications – web site, emails, social media

Cllr Vawer reported that extra resident emails have been sent to remind about responding to the A27 Arundel Bypass Consultation. The website had been updated with A27 information, and there has been several posts on Facebook. The article for the Parish News will be finalised shortly. Some issues with Twitter had been experienced.

7. WalBinFont

Cllr Vawer reported that Eventbrite has been set up to take bookings for the music night.

**138/22 Arun District Council parish briefings**

Cllr Mrs Clark reported there had been none.

**139/22 Fontwell land transfer – Fontwell Meadows**

Cllr Ratcliffe reported that the Fontwell Meadows land transfer was completed last week. Authorisation for the signing of the transfer deed on behalf of WPC was resolved at the Full Council meeting of 1 December 2020, minute 480/20. The community building will be transferred to WPC in due course.

**140/22 Queen’s Platinum Jubilee**

Cllr Ratcliffe updated the meeting on the outlined plan for the day. Her is reaching out to community groups and, now that the A27 consultation period has finished, will be promoting the day and the Big Lunch on social media.

**141/22 Annual meeting of the Parish – 24 May 2022.**

The meeting discussed the arrangements and format. The Clerk was asked to check the availability of the Village Hall on Monday 23 May 2002.

**142/22 Aerial survey**

This was referred to Full Council by the Planning Committee. Consideration was given to the commissioning of an aerial survey to have a visual record of parish assets and to assist with planning applications.

Resolved: To secure a quotation for an aerial survey. The budget to be delegated to the Planning Committee.

**143/22 Verges**

Cllr McAuliffe referred to his previously circulated report on grass verges in Arundel Road, Fontwell, following his discussions and site visits with WSCC Grounds Maintenance contractors (Grasstex). Grasstex had submitted a quote. The Clerk reported that he had yet to receive a quote from M H Kennedy. He proposed the council accepts three recommendations to improve and maintain the Fontwell verges.

Resolved: To accept the proposal.

**144/22 Pavilion projector**

Cllr Mrs Clark referred to a report submitted by Maureen Chaffe (Process Matters2). A discussion took place on the various options available. Cllr Hewson said that he has an available projector and will check to see if it is suitable.

**145/22 Fontwell noticeboard**

Recent storm damage to the Fontwell noticeboard was noted. Two options were considered; repair or replace. The Clerk was asked to approach Goodwood Workshops to replace. Cllr Mrs Clark said that the old phone box needs repainting.

**146/22 Staff matters**

An increase in the Clerk’s salary in line with Local Government Services Agreement 2021-22 was considered.

Resolved: To increase the Clerk’s salary accordingly.

**147/22 Correspondence received**

Variouscorrespondence relating to the A27 Grey route were noted

A number of enquiries asking about allotments at Fontwell Meadows were noted.

**148/22 To approve quotes and payments**

1. A quote from Twentyfourseven Electrical Ltd was considered to replace two Pavilion heaters, security lights and toilet light was considered.

Resolved: To accept the quote.

2. The Clerk had previously circulated the payment list from 1 January to 28 February 2022.

3. The Clerk presented a draft payment list of five payments for authorisation.

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

**149/22 Any other business**

Cllr McAuliffe enquired about the replacement trees required by Arun District Council. The Clerk responded that John Bentley has contacted ADC (Lisa Coney) to request an extension as there is currently a shortage of suitable trees. A response from ADC is awaited.

Cllr Titmus enquired about the bollard lights at Fontwell Meadows, to which there have been objections. Cllr Mrs Clark responded that Dandara is currently speaking with ADC and she will follow up.

Cllr Wicks enquired about the progress on the Speed Indicator Device. The Clerk responded that permission is expected to be granted by WSCC later in the month, after which we can move to socket installation.

**150/22 Date of next meeting**

The date of the next meeting (Annual Parish Council Meeting) was confirmed as 7.00pm Tuesday 10 May 2022.

There being no other business the meeting closed at 8.59pm

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

Chair