



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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DRAFT – NOT YET CONFIRMED

**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL GENERAL PURPOSES COMMITTEE HELD IN THE
PAVILION AT 7.30pm ON TUESDAY 30 APRIL 2024.**

1. Record of attendance and apologies

184/24 In attendance: Cllrs Titmus (Chair), Vawer, Hewson, McElvogue & McAuliffe.
2 members of the public were also in attendance
C Stevens – Clerk.

2. Declaration of interests in items on the agenda

185/24 Cllr Titmus declared a personal interest in agenda item 11 – Fontwell Meadows Community Hall – The Ball's Hut.
Cllr McElvogue declared a pecuniary interest in agenda item 14 – playing field/car park a. path and agenda item 15 - Village Green, Pond and Community Orchard b. pond maintenance.

3. Confirmation of Minutes

186/24 The minutes of the General Purposes Committee meeting of 30 January 2024 were confirmed as being a true record of the business conducted.

4. Actions review

187/43 Actions from the GP meeting of 19 March 2024 were reviewed. A water butt is to be ordered for Hunters Mews and will need plumbing in.

5. Matters arising

188/24 None.

6. Public questions

189/24 A member of the public asked about the bins, allotments and parking at Fontwell Meadows. Clerk is chasing up the bin emptying contract, allotments are not yet up to specification, the Parish Council are going to speak with Dandara regarding this.
Several questions, received via email, were put to the Councillors.

7. Business activity review/CIL funding

190/24 A full business activity review will be undertaken at the next General Purposes meeting as the path project is nearing completion. The clerk confirmed that CIL monies had been received from Arun and can be used to support the development of the local council's area, or any part of that area, by funding the provision, improvement, replacement, operation or maintenance of infrastructure.

8. Asset Register & Public Space Ownership

191/24 The clerk confirmed which volunteer was assisting with the asset register and will pass the information on to the General Purposes Committee.

9. Environment

192/24 a. Trees and verges including bollards – still awaiting permission to remove bollards along Arundel Road. 4 verges in Fontwell have been planted.
b. Litter and dog bins – Clerk is still trying to get the contract sorted. A further 1 or 2 bins has been suggested.
c. Planting & maintenance plan – community orchard needs planting, ask contractor who maintains that for input.

10. Pavilion Maintenance

193/24 The Pavilion repainting was confirmed as being needed, but not booked yet. The clerk alerted the Councillors to a kitchen cupboard that needs to be refixed to the wall as it is not currently attached fully.

11. Fontwell Meadows Community Hall – The Ball's Hut

194/24 The paperwork for the CIO in relation to The Ball's Hut needs completing along with all relevant hiring terms and paperwork.

12. Bus Shelters

195/24 Locations for the 3 new bus shelters were agreed. Sites need measuring to confirm the chosen shelter will fit. All agreed that the Newstead was the preferred style.

13. Noticeboards

196/24 A discussion around which noticeboards need replacing and which noticeboard style to choose was had. The preferred style was wooden. The number and location of those which need to be replaced is yet to be confirmed, but it was agreed that sites for new ones were also deemed important.

14. Playing field/carpark

197/24 a. Path – The path improvements have started with an expected completion timescale of 4-6 weeks.
b. Tree works – Nothing to report.
c. Rebound goal – new location was not agreed.
d. EV Charge points – to be put on hold until the path is complete.

15. Village Green, Pond and Community Orchard

198/24 a. Village Green – mowing has started, the query was raised about collecting the cuttings as opposed to them being left on the ground.
b. Pond maintenance – nothing to report.
c. Community Orchard – Clerk is to contact the contractor for some ideas on planting around the trees in the orchard.
d. Update on management plan – nothing to report.

16. Play areas

199/24 a. Walberton – The most recent inspection did not highlight any issues requiring attention.
b. Fontwell – The signs were replaced, but there is still a spelling mistake. The fence still needs to be painted and bin emptying still ongoing.

17. Community Resilience including climate change and flooding

200/24 Cllr McElvogue confirmed he is finalising the paperwork on this, and it will be ready for the Annual Meeting of the Parish in May.

18. Allotments

- 201/24** a. Walberton – The clerk reported some thefts from the allotments and was asked to check whether they had been reported to our PCSO.
b. Fontwell – soil specification is to be checked before they can start being used. It was suggested that it would be good to investigate making some of the allotments accessible with raised beds, this is something the Council were interested in.

19. Communications

- 202/24** Cllr Vawer confirmed the website has now moved over to the new host, the sussex local article was sent and the newsletter will go out shortly.

20. Fontwell Meadows Community Liaison

- 203/24** Covered in public questions.

21. Correspondence

- 204/24** None to report.

22. Quotes and payments

- 205/24** 6 payments were presented for retrospective authorisation.
Resolved: All 6 payments were authorised.

23. Agree meeting actions

- 206/24** Several actions were agreed, to be circulated under separate cover.

24. Any other business

- 207/24** Cllr McAuliffe raised the fact that the ducks can be found on the road and whether something could/should be done to help prevent any accidents.

25. Date of next meeting

- 208/24** The date of the next meeting was confirmed as 7.15pm on Tuesday 18 June 2024 at Fontwell Meadows Community Hall, The Ball's Hut.

There being no other business the meeting closed at 8.43pm.

Signed.....

Date.....

Chair