



**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
FONTWELL COMMUNITY BUILDING AT 7.15pm ON TUESDAY 18 JUNE 2024.**

1. Record of attendance and apologies

236/24 In attendance: Cllrs McElvogue, Titmus, Vawer and Higham.
Apologies: Cllrs Hewson and Cusden

2. Declaration of interests in items on the agenda

237/24 Cllr Titmus declared a personal interest in agenda item 13 – Fontwell Meadows Community Hall – The Ball's Hut.
Cllr McElvogue declared a pecuniary interest in agenda item 16 – playing field/car park a. path and agenda item 17 - Village Green, Pond and Community Orchard b. pond maintenance.

3. Election of Chair and Vice Chair

238/24 Cllr McElvogue was nominated as Chair by Cllr Vawer, seconded by Cllr Titmus
Cllr Higham, was nominated as Vice Chair by Cllr Titmus, seconded by Cllr Vawer
Both were duly elected and appointed.

4. Confirmation of Minutes

239/24 The minutes of the General Purposes Committee meeting of 30 April 2024 were confirmed as being a true record of the business conducted.

5. Actions review

240/24 Actions from the GP meeting of 30 April 2024 were reviewed.

6. Matters arising

241/24 None.

7. Public questions

242/24 No public questions were received

8. Business activity review/CIL funding

243/24 Consideration was made to adding Pavilion redevelopment as a long term project goal.

9. Asset Register & Public Space Ownership

244/24 The detailed street light information received from WSCC will be added to the asset register via Parish Online.

10. Environment

245/24 a. Trees and verges – TPO information for a bulk application is in the process of being recorded. Further trees on Yapton Lane are under consideration.

b. Litter and dog bins – Dog waste bins on Fontwell Meadows have been replaced. The developer has been asked to consider replacing the normal waste bins with more bird-secure versions. Arun's Waste team have been contacted again regarding the collection of normal waste from the Fontwell Meadows bins.

c. Planting & maintenance plan – ground maintenance contracts for cutting and methods of handling the resulting green waste are under review.

11. Pavilion Maintenance

246/24 Repainting is still to be arranged. A faulty kitchen cupboard needs repairs. The curtain rail above the main entrance needs to be replaced.

12. Requests for additional maintenance

247/24 a. Path along the Twittern wall – WSCC will be asked to clear the path

b. Ivy on the Village Hall car park wall – work required to remove to be assessed.

c. Ditch behind the orchard – clearance to be arranged by Orchard contractor.

d. Trees on playing field boundary by school – project manager will liaise with the school and arrange appropriate reduction; planning permission likely required.

e. Parish signage is under review to include replacements, new signage needed.

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

248/24 CIO paperwork is ready for submission.

Minor issues raised by the fire safety inspection have been passed on to the appropriate contractor by the developer.

Cleaner to be arranged

Car park gate to be progressed – permission will be required from the estate management company

14. Bus Shelters

249/24 Priority locations have been identified and costings are being collected.

15. Noticeboards

250/24 Locations are being identified and costings for options are being collected.

16. Playing field/carpark

251/24 a. Path – The playing field path improvements have now been completed.

b. Tree works – as per minute 219/24.

c. Rebound goal – installation to be arranged in the centre near the hedge at the northern boundary.

17. Village Green, Pond and Community Orchard

252/24 a. Village Green – Maintenance/cutting under review as per minute 217/24.

b. Pond maintenance – Pond is currently under control with good water levels.

c. Community Orchard – Maintenance under review as per minute 217/24. Ditch to be cleared as per 219/24.

d. Update on management plan – review continues.

18. Play areas

253/24 a. Walberton – No issues reported.

b. Fontwell – No issues reported

19. Community Resilience including climate change and flooding

254/24 Final revisions are under way and will be presented shortly.

20. Allotments

255/24 a. Walberton – Nothing reported. The allotments association will be asked to submit a quarterly report so that any concerns can be addressed.

b. Fontwell – Terms paperwork to be finalised and interested residents to be contacted so they can receive allocations.

21. Communications

256/24 Walbinfont email sent as scheduled on 1st June. Parish News and Sussex Local articles submitted for publication.

22. Fontwell Meadows Community Liaison

257/24 Nothing to report; item removed from future agendas

23. Correspondence

258/24 a. Complaints from residents regarding excessive noise by users of the Village Green – event organiser to be contacted.

b. Letter from Community Playcentre @ Walberton. Council Chair to respond.

24. Quotes and payments

259/24 7 payments were presented for retrospective authorisation and 8 for payment authorisation.

Resolved: All 15 payments were authorised.

260/24 Quotes for street lighting electricity supply were considered from Utility Aid and SSE.

Resolved: To accept the Utility Aid quote

261/24 Quote for a water butt to collect rainwater for use on the Fontwell Verges

Resolved: To accept the quote

25. Agree meeting actions

262/24 Several actions were agreed, to be circulated under separate cover.

26. Any other business

263/24 No further business was raised

2. Date of next meeting

264/24 The date of the next meeting was confirmed as 7.15pm on Tuesday 3rd September 2024

There being no other business the meeting closed at 9.10pm.

Signed.....

Date.....

Chair