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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 GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 7.00pm ON TUESDAY 21 FEBRUARY 2023.**

**1. Record of attendance and apologies**

**54/23** In attendance: Cllrs Titmus (Chair), Hewson, Ratcliffe, McElvogue, Vawer, Wicks and McAuliffe.

A Peppler – Clerk.

Amy Nation – Guest.

Apologies: None – all present.

**2. Declaration of interests in items on the agenda**

**55/23** Cllr Titmus declared a personal interest in agenda item 19 – Fontwell Meadows.

**3. Confirmation of Minutes**

**56/23** The minutes of the General Purposes Committee meeting of 6 December 2022 were confirmed as being a true record of the business conducted.

**4. Matters arising from previous Minutes**

**57/23** Minute 538/22. Clerk – check made that appropriate insurance is in place for events on the playing field, subject to event has less than 500 attendees at any one time, it is risk assessed and any 3rd parties have their own insurance.

Minute 542/22. Wood chippings removed from playing field.

Minute 548/22. Clerk - traffic calming measure in the form of a ‘build-out’ in Eastergate Lane by the cycle path exit from the village green, and pond renovation added to the CIL funding list.

**5. Public questions**

**58/23** No members of the public present.

**6. Business activity review**

**59/23** The Clerk reported that the activity spreadsheet had been recently updated. Cllr McAuliffe asked if more information could be provided on the progress of activities. The Clerk reminded members that the spreadsheet is on Teams and can be updated by themselves.

**7. Sub Committee reports**

**60/23** Walbinfont – to be included in agenda item Village Hall at Full Council.

**8. Environment**

**61/23** 1. Public spaces

* Cllr Vawer reported that the preparation for the Fontwell Meadows open space is progressing, and it will be a while before it is established. A handover in the summer is expected. There is no date yet available for the allotments which will be allocated on a first-come-first served basis and only after a satisfactory inspection and soil quality confirmation.
* The pond headwall as still yet to be completed. The Clerk to take up with Landbuild.
* Cllr Ratcliffe reported that maintenance work at The Pound is ongoing as necessary.

2. Trees & verges

* The Clerk to follow up with Arun Tree Co for quotes for tree works.
* Cllr Titmus reported he had prepared a draft response to WSCC Highways decision to refuse double yellow lines at the western end of Arundel Road, Fontwell. Clerk to send to WSCC Highways.
* Cllr McAuliffe suggested that a volunteer group be formed to maintain Fontwell verges. He had prepared a ‘flyer’. Cllr Titmus had researched types of verge planters for consideration. It was agreed in principle to purchase five wooden planters at £100 each, but it will be necessary to investigate options to secure them in position. Cllr McAuliffe to contact Aldingbourne Country Centre for options.

3. Litter and dog bins

* ADC’s offer to provide a litter bin at Blacksmiths Corner was considered.

Resolved: To accept the offer of a litter bin and to pay the annual emptying fee.

* The Clerk reported that overflowing dog bins on playing field reported to ADC had been emptied.

**9. Rights of Way**

**62/23** The Public Rights of Way Routine Maintenance – January 2023 – was noted.

**10. Pavilion maintenance**

**63/23** 1. The Clerk to seek quotes for internal painting.

2. The hire costs of the Pavilion were discussed. Cllr Ratcliffe and the Clerk to follow up.

**11. Playing field / carpark**

**64/23** 1. A quote from Wicksteed for a rebound goal was considered.

Resolved: Not to accept.

Amy Nation will enquire with Linden Homes about the proposed rebound wall at the new tennis courts.

2. Consider quote from M H Kennedy for grass mowing 2023/24 was considered.

Resolved: To accept the quote.

3. Amy Nation reported that a generic design for the proposed playing field path had been looked at and that two quotes at been submitted. A discussion followed on financing and funding. Cllr McAuliffe will enquire with ADC regarding CiL funding for the project.

4. Work has started on the new tennis courts.

**12. Village Green, Pond and Community Orchard**

**65/23** 1. Village Green.

* Cllr McElvogue reported that the Archway is a heritage asset and should not be replaced.
* Two quotes from Ollie Harris for the archway repair and replacement fencing were considered. Further information on the actual work required to repair the archway was requested.

2. Pond maintenance

Cllr McAuliffe reported that Portsmouth Water provide funding for pond maintenance and improvements. He will make some enquiries.

3. Community Orchard

A quote from MCE Groundcare for village green work was considered.

Resolved: To accept the quote.

**13. Community Resilience including Climate Change and Flooding**

**66/23** 1. Cllr McElvogue reported that work in progress on the Community Resilience plan.

2. Cllr McAuliffe reported that the flooding in Barnham Lane by North Choller Farm was due to rainwater getting into the sewer system and the drains not being cleared by WSCC. Clerk to check with Op Watershed regarding proactive drain clearing.

**14. Play area**

**67/23** The Clerk reported that the soft play surface had been replaced and the replacement cradle swings installed.

**15. General maintenance**

**68/23** The Clerk reported that he has been informed that the new Fontwell noticeboard will be installed in 7 to 10 days.

**16. Allotments**

**69/23** Cllr Ratcliffe reported that the Allotment Association has been informed of a rent increase from April 2023.

**17. CIL funding**

**70/23.** No items were considered for funding.

**18. Communications including Neighbourhood News**

**71/12** Cllr Vawer reported that the standard residents’ was circulated on 1 February. An extra email was circulated relating to a missing person. An article was submitted for Sussex Local as usual. He is preparing articles for the March edition of Parish News. A few Facebook items will be posted during the month. There are no immediate plans for a Neighbourhood News issue, but this will be reconsidered with the A27 DCO coming.

**19. Fontwell Meadows**

**72/23** 1. Cllr Vawer reported that the foundations to the community building are being laid.  The aim is to get it completed as soon as possible.

2. Cllr Vawer updated that there is no date yet available for the allotments which will be allocated on a first-come-first served basis and only after a satisfactory inspection and soil quality confirmation.

**20. Parish Online**

**73/23** Amy Nation referred to her recently circulated asset register created on Parish Online and asked how the council sees it going forward. A discussion followed on how to make best use of it and work should be done towards further populating it with parish assets.

**21. Correspondence**

**74/23** Emails from resident in Barnham Lane regarding flooding were noted.

**22. Quotes and payments**

**75/24** 1. Quotes received were considered in the meeting.

2. The Clerk presented a draft payment list of six payments for authorisation.

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

**23. Agree meeting actions**

**76/23** A number of actions were agreed to be circulated as a separate list.

**24. Any other business**

**77/23** Cllr McAuliffe expressed concerns about the lack of a bus service from Fontwell to Barnham for residents of Fontwell Meadows. Cllr Ratcliffe replied that Dandara has agreed a contribution to this of around £180,000.  They are currently chasing Arun for a Deed of Variation and will update further when they know how quickly the arrangement can be progressed.

**25. Date of next meeting**

**78/23** The date of the next meeting was confirmed as 7.15pm Tuesday 18 April 2023.

There being no other business the meeting closed at 9.33pm.

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

Chair