



**WALBERTON PARISH COUNCIL  
INCLUDING FONTWELL AND BINSTED**  
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**To all members of Walberton Parish Council – You are summoned to attend a meeting of the Parish Council in The Pavilion 7.15 pm on Tuesday 5 March 2024 for the purpose of transacting the business set out below.**

**PLEASE NOTE**

**Members of the public are welcome to attend the meeting. Limited participation will be available via Teams – contact the Clerk for details.**

Signed: C Stevens – Clerk

Date: 29 February 2024

**AGENDA**

**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:

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial interest
- c) the nature of the interest
- d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.

**3. Confirmation of minutes**

To confirm the minutes of the Full Council Meetings of 16 January 2024 and the Extraordinary Meeting of 1 February 2024.

**4. Matters arising**

**5. To receive a report from West Sussex County Council**

Cllr Bence

**6. To receive reports from Arun District Council**

Cllrs Penycate, Birch & McAuliffe

**7. Public questions (max 15 minutes)**

**8. Planning Committee**

- a. To receive the draft minutes of the Planning Committee meeting of 6 February 2024 (previously circulated) and to note the date of the next meeting on 26 March 2024.
- b. Councillor questions.

**9. General Purposes Committee**

- a. To receive the draft minutes of the General Purposes Committee meeting of 30 January 2024 (previously circulated) and to note the date of the next meeting on 19 March 2024.
- b. Councillor questions.

**10. Finance & Legal Committee**

- a. To receive the draft minutes of the Finance & Legal Committee meeting of 9 January 2024 (previously circulated) and to note the date of the next meeting on 16 April 2024.
- b. Councillor questions.

**11. A27 Arundel Bypass**

- a. To confirm letters are complete/correct.
- b. To confirm who they are to be sent to.

**12. Councillors**

**13. Policies**

- a. Review Privacy Policy
- b. Review Information Security Incident Policy
- c. Review Complaints Policy
- d. Review Financial Regulations Policy

**14. Fontwell Meadows**

- a. To consider further the interested parties who are looking to hire the hall.
- b. To consider setting rates for hire of the hall.
- c. Update on CIO.
- d. To consider how hire of the hall is going to be managed.
- e. Allotments
- f. Bins

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

To review business activity and consider projects for CIL money.

**16. Additional reports**

- |  |                      |
|--|----------------------|
| a. Walberton allotments – to set rates for 24/25   |                      |
| b. Local Transport Infrastructure                  | Cllr McAuliffe       |
| c. Village Hall                                    | Cllr Titmus          |
| d. Walberton & Binsted CofE School                 | Cllr Hewson & Vawer  |
| e. Police Liaison                                  | PCSO Caroline Wilson |
| f. Communications – web site, emails, social media | Cllr Vawer           |

**17. Staff Matters**

Update on Clerk training.

**18. Correspondence**

**19. To approve quotes and payments**

To consider any quotes and approve payments retrospectively.

**20. Any other business**

**21. Date of next ordinary meeting of the Parish Council.**

To confirm the date of the next meeting of 7.15pm Tuesday 7 May 2024.