|  |  |
| --- | --- |
| 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 7.30pm ON TUESDAY 1 AUGUST 2023.**

**1. Record of attendance and apologies**

**327/23** In attendance: Cllrs Titmus (Chair), Vawer, McElvogue, McAuliffe, Smyth, and Hewson.

A Peppler – Clerk.

One member of the public.

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

**328/23** Cllr Titmus declared a personal interest in agenda items 15,2 – Fontwell allotments, and item 18 - Fontwell Meadows Community Liaison.

**3. Confirmation of Minutes**

**329/23** The minutes of the General Purposes Committee meeting of 13 June 2023 were confirmed as being a true record of the business conducted.

**4. Matters arising**

**330/23** None.

**5. Public questions**

**331/23** No questions asked.

**6. Business activity review**

**332/23** Business activity was reviewed, and updates made. Two actions were identified for follow up.

**7. Review asset register**

**333/23** Cllr McElvogue reported that this will be taken over by the new Projects Manager and Clerk.

**8. Environment**

**334/23** 1. Public spaces

Cllr McAuliffe suggested that this item should be called Public Space Ownership. A discussion took place on identifying untitled land that belongs to WPC and how they could be registered. Cllr Titmus said that any deeds to such land need to be located. The Clerk was asked to follow up.

2. Trees & verges

Cllr McAuliffe reported that work is still on-going in identifying trees for TPO’s. He has been unable to get any planters for Fontwell verges from the Aldingbourne Centre and will look at getting some ½-barrel planters online.

A quote from MCE Groundcare to extend Fontwell verge mowing along London Road and Hunters Mews was discussed.

Resolved: To accept the quote.

3. Litter and dog bins

The Clerk updated that ADC will be installing a dog waste bin at the bottom of Dairy Lane shortly.

**9. Rights of Way**

**335/23** Nothing to report.

**10. Pavilion maintenance**

**336/23** The Clerk reported on the recent Pavilion interior painting. It was agreed that the lighting needs to be updated, and that new fronts doors are required to make easier access for wheelchair users. The Clerk was asked to follow up.

**11. Playing field / carpark**

**337/23** 1.Path

The Clerk updated that S106 money of £6200 had been received from ADC. A similar payment will be made in 6-12 months’ time.

2. Tennis courts

Email from Colin Piper on the provision of tennis on the new tennis courts was noted. Mr Piper to be invited to next GP meeting.

The Projects Manager will be tasked to devise a management plan for the courts.

3. Tree works

The Clerk reported that the fire damaged trees in the carpark had been felled. It was agreed that they should be replaced with 1 or 20 3m standard maple trees. The Clerk to follow up with Arun Tree Co.

3. Rebound goal.

The Clerk reported that the rebound goal has been delivered. It was agreed it should be installed on the southern boundary near the goal store. Clerk to arrange installation.

4. EV charging points

The Clerk reported on the lack of Village Hall charging capacity for more than one EV charging point. This will be discussed with the VH electrician. The Clerk was asked to secure some literature from WSCC.

5. Green waste

The Clerk reported that WSCC and ADC don’t do green waste collections. Biffa do through their Green Waste Collection Club. A discussion took place on what to do. To consider building a frame and collecting green waste in a tonne bag for future collection on an ad-hoc basis.

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

**338/23** 1. Village Green

The Clerk reported that he still not had a quote from Glorious Gardens to repair the post and rail fencing. Cllr Titmus agreed to find another contractor.

2. Pond maintenance

Cllr Titmus reported that he has now secured the equipment to finalise the repair to the headwall.

Cllr McElvogue agreed to organise a WAC test.

The Clerk reported on an offer of two water lilies for the pond from a resident. It was agreed to accept the offer. Clerk to follow up.

3. Community Orchard

The Clerk updated that he had heard nothing further from the donor of a memorial tree. To direct donor to Arun Tree Co for any assistance.

**13. Play area**

**339/23** 1.Walberton

The Clerk reported on the recent RoSPA inspection report. Risk assessments were either low or very low. Some minor repairs will be needed to the wooden fencing and seating. The two waste bins are becoming unserviceable. Clerk to seek replacements.

2. Fontwell Meadows

Cllr Vawer reported that he had met with Liam Buckley from Dandara to inspect the new play area prior to handover. Several issues were identified to be addressed.

**14. General maintenance**

**400/23** The Clerk reported that the Fontwell phone box had been repainted.

**15. Allotments**

**401/23** 1. Walberton

Nothing to report.

2. Fontwell Meadows

Cllr Vawer reported that Richard Brown from ADC is going to do a Sec 106 compliance inspection on 22 August. Councillors are invited to accompany.

Cllr Titmus agreed to look at setting up a Charitable Incorporated Organisation to manage Fontwell Meadows community resources.

**16.** **CIL funding**

**402/23** There were no items to consider.It was agreed that that this item should merge with Business Activity Review for future agendas.

**17. Communications**

**403/23** Cllr Vawer reported that a resident’s email will be circulated shortly. This will include seeking views from residents on types of bus shelters at existing bus stops. An article for Sussex Local has been submitted.

**18. Fontwell Meadows Community Liaison**

**404/23** Nothing to report.

**19. Correspondence**

**405/23** Email from resident as per agenda noted.

**20. Quotes and payments**

**406/23** The Clerk presented a draft payment list of nine payments for authorisation.

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

**21. Agree meeting actions**

**407/23** A number of action were agreed to be circulated under separate cover.

**22. Any other business**

**408/23** Cllr Hewson reported that the Community Play Centre has misplaced its agreement with WPC. The Clerk is looking into this.

Cllr McAuliffe suggested for future meetings there be an agenda item called Actions Review. This is to review actions from the previous meeting ahead of matters arising.

Cllr Vawer reported that he has written to WSCC regarding the bus stop pedestrian crossings in Fontwell Avenue. A reply is awaited.

**23. Date of next meeting**

The date of the next meeting was confirmed as 7.15pm on Tuesday 19 September 2023.

There being no other business the meeting closed at 9.12pm.

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

Chair