



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL GENERAL PURPOSES COMMITTEE HELD IN THE
PAVILION AT 7.30pm ON TUESDAY 19 SEPTEMBER 2023.**

1. Record of attendance and apologies

463/23 In attendance: Cllrs Titmus (Chair), Vawer, McElvogue and McAuliffe.

Apologies: Cllrs Smyth and Hewson.

C Stevens – Clerk.

Four members of the public.

2. Declaration of interests in items on the agenda

464/23 Cllr Titmus declared a personal interest in agenda items 15.1. – Fontwell allotments, and item 19 - Fontwell Meadows Community Liaison.

Cllr McElvogue declared a personal interest in agenda items 4 – tennis provisions and 13 – playing field/car park – tennis courts.

3. Confirmation of Minutes

467/23 The minutes of the General Purposes Committee meeting of 1 August 2023 were confirmed as being a true record of the business conducted.

4. Tennis provision

468/23 A brief recap of the presentation by Colin Piper was given for the benefit of those not in attendance at the presentation. It was noted that it had been agreed to engage with Colin to, initially, confirm that the tennis courts are up to standard before they are signed over to the Parish Council.

It was also discussed that the developers had been approached with regards to them providing flood lights for the tennis courts. Their answer was no. It was discussed that the dark skies policy should not be an obstacle but that the cost involved would be.

It was discussed that we were yet to hear back from the solicitors regarding the query about access with regards to the tennis courts. Clerk is to contact solicitors and ask for a response.

5. Actions review

469/23 Clerk

1. Obtain literature from WSCC on EV charging - Brochure downloaded, engaged with an electrician to get a quote to install EV charge points.
2. Follow up with WSCC on Barnham pilot for 'book-a-bus' – this has been launched between Petworth and North Chichester. Cllr McAuliffe looked into this and could find no information on the website so asked which villages in north Arun area are included.
3. Check for deeds in filing cabinet – deeds have been passed to Cllr McElvogue for scanning after which they will be safely stored in the appropriate area.
4. Check with local PC to see if any have experience with registering untitled land - Email sent to Anna Beams on 03/08/2023 but no response.

5. Check with solicitors to see what deeds they hold for WPC, to ask how much it will cost to register untitled land and ask if they have any documents / agreements relating to the Community Play Centre – 2 emails have been sent asking this question. Still no response. Suggested to chase again with a formal deadline. If no response a complaint will follow.
6. To get quotes for improved Pavilion lighting – met with Steve Philips to discuss options, awaiting his quote.
7. To get quotes to replace Pavilion front doors for better access for wheelchair users (one wider door/no ramp) – quote received and accepted. Work to replace doors was booked for 20/09/2023.
8. To invite Colin Piper regarding provision of tennis on new tennis courts – invite sent after which colin attended a meeting on 12/09/2023 and gave a presentation on tennis provisions.
9. To ask John Bentley to replace felled carpark trees with 1 or 2 3m standard maple trees – email sent 02/08/2023 but no response yet. Further email sent 19/09/2023.
10. To arrange installation of rebound goal, teacup twister ride and bench relocation - Darren contacted 02/08/2023. Rebound goal installed, bench relocated, teacup twister beyond repair.
11. Re memorial tree for orchard, to direct Kirsty Hughes to John Bentley - Email sent 02/08/2023.
12. To accept offer of lilies for pond – Lillies accepted 03/08/2023. Only one lily remaining which has since been put into the pond.
13. CIL funding should merge with Business Activity Review for future agendas – Agenda updated 02/08/2023.
14. To include agenda item called Actions Review for future GP meetings. This is to review actions from the previous meeting ahead of matters arising – Added from this date and included here.
15. To get replacement waste bins for play area – prices researched, given the go ahead to order.

Cllr McAuliffe - to get some 1/2 -barrel planters for Fontwell verges – agreed to order 2 or 3 for delivery.

Cllr McElvogue – to organise a WAC test for pond – not yet completed.

Cllr Titmus - agreed to look at setting up a Charitable Incorporated Organisation to manage Fontwell matters – forwarded information setting out wording, all agreed wording was fine and to go ahead with setting up this with Cllrs Titmus and Vawer as trustees along with, potentially, one other person.

6. Matters arising

470/23 It was confirmed that there were no matters arising.

7. Public questions

471/23 1. 4 members of the public asked the same question, which was why, how, when was the decision made to place the rebound goal in the location it is sited? They are all residents of the immediate area by the rebound goal and have experienced quite a lot of anti-social behaviour from people using the goal including swearing, shouting and people entering their gardens to retrieve lost balls. It was stated the goal is being well used, but the location is far from ideal. They all suggested relocation of the goal to solve the issues.

It was agreed, by the Councillors that yes, the goal needs to be moved to a more appropriate location. First step in doing this it to contact the handyman we use to ask what it would involve to do this. There then needs to be a further discussion as to where would be a better location for the goal before it is resituated.

2. The second part of the question was to ask why the residents were not informed of where the goal was going to be placed. It was confirmed that this item had been discussed at a previous meeting, but residents were not aware that it was being discussed. They asked if it would be possible to have a bit more information about what is or is not happening in the Parish in advance so residents can make informed decisions. Cllr Vawer confirmed that the Parish Council are trying to find the balance between sending out too much information as opposed to not enough. Meetings perhaps need to be more well publicised.

Cllrs Titmus and McAuliffe both reiterated that the local Council are here to look after the local area, but ultimately are here for the Parish as a whole.

3. The next question was in regard to maintenance of the lily in the pond.

Cllr McAuliffe stated he was very happy to get in and wade to the lily for maintenance but that it is purely a short-term matter and that there is a much longer term plan being formulated for the pond.

4. Finally it was asked what the council have done to prevent travellers from entering and setting up on the playing field. It was confirmed that the padlock has had metal welded on to help protect it and that there was a lot of toing and froing with the police as to what can or cannot be done if this were to happen again. If breaking and entering i.e. criminal damage can be proved it is much easier to have them moved on which is what has been given priority.

8. Business activity review/CIL funding

472/23 Business activity was reviewed, and updates made. Ongoing actions will be updated.

9. Review asset register

473/23 Nothing to report. Cllr McElvogue to scan deeds.

10. Environment

474/23 1. Public space ownership – nothing to report

2. Trees and verges – Cllr McAuliffe agreed to order planters to put on Fontwell verges and to contact West Sussex to either remove broken bollards or replace with ones that are less likely to be flattened. Clerk was asked to contact grounds contractors to find out how much it would cost to rotavate Blacksmiths Corner once the area is cleared in October to enable planting.

3. Litter and dog bins – newest dog bin has not been emptied. Clerk contacted the cleansing team to highlight this as urgent as it is overflowing and already there has been one complaint from a resident in that area. Cleaning team have stated this will be emptied within a few days and then regularly going forwards. Clerk will follow this up.

2 new litter bins to be ordered for Walberton play area.

11. Rights of Way

475/23 Cllr McAuliffe stated that he regularly walks rights of way to check they are passable and if they are not, they are reported. Cllr McAuliffe also stated that after they are reported they are, seemingly, cleared within a relatively quick time period.

12. Pavilion maintenance

476/23 Clerk reported that the new door will be installed as per the previously accepted quote and confirmed the quote for lighting is in hand. It was also confirmed that blinds should be installed in the Parish Office (within the pavilion) along with checking that the heater works and is safe to use. Work on the Clerk's workstation is ongoing.

13. Playing field / carpark

477/23 1. Path – plans for this are ongoing. The initial quote that had been given is now out of date with regards to cost so needs to be redone.

2. Tennis courts – consideration being given to what can be done to fund flood lighting for the courts.

3. Tree works – nothing to report other than request to replace fire damaged (and therefore removed) trees in the car park.

3. Rebound goal – not situated in the correct place, clerk to contact handyman to ask about moving possibilities and cost.

4. EV charging points – ongoing, awaiting a quote from electrician.

5. Green waste – Clerk to contact cricket representative to ascertain approximately how much green waste is generated. Possible action to put some hooks in the yard of the pavilion to hang a green waste bag on which would then be emptied as and when necessary.

6. Complaint regarding golf being played on the playing field – Bylaws confirmed that golf (with a hard standard golf ball) is prohibited. Clerk to procure some signage stating the bylaws which is to be put up in the vicinity.

14. Village Green, Pond and Community Orchard

478/23 1. Village Green – Clerk presented a quote received from a fencing contractor. Quote was approved as long as the contractor can show he has the relevant public liability insurance.

2. Pond maintenance – it was agreed to continue with fixing the wall until a longer term plan can be made. WAC testing a priority in long term plan for which funding is hopefully going to be available.

3. Community Orchard – agreed to plant beds among orchard trees with something over winter and then revisit come spring.

4. Update on management plan – mainly in relation to pond, as above.

15. Play areas

479/23 1. Walberton – bins need replacing, agreed to order 2 replacements. Bolts are required on 2 panels of the climbing frame, agreed to order. Teacup spinner needs completely replacing. Costs were given but further clarification of what is included in those costs is required. Clerk to contact the company who supplied the equipment for clarification. Clerk to also contact other local clerks for recommendations of other play equipment suppliers.

2. Fontwell – request a further safety inspection before signing it over and opening to the public.

16. General maintenance

480/23 Pavilion dishwasher was not working, which has now been fixed.

17. Allotments

481/23 1. Walberton – Clerk to contact fencing contractor to ask for a quote for rabbit proof fencing.

2. Fontwell – it was confirmed that there has been a good amount interest in the forthcoming allotments but no date as to when they may be available.

18. Communications

482/23 Cllr Vawer confirmed that the website has been partially updated with regards to our Councillors and Clerk. It was agreed to check when the contract runs out with website provider and consider alternative arrangements.

19. Fontwell Meadows Community Liaison

483/23 Nothing to report.

20. Correspondence

484/23 Clerk confirmed that correspondence received had already been dealt with during public questions.

Cllr Vawer raised an email from a resident who is disappointed with the lack of super-fast broadband along West Walberton Lane, in particular. It was agreed to go back to the resident to gather further information about who would be interested in signing up for said broadband if it were to become available.

21. Quotes and payments

485/23 1 quote and 1 payment was presented.

Resolved: accept quote once clarification is sought regarding public liability insurance and authorise the payment.

22. Agree meeting actions

486/23 A number of action were agreed to be circulated under separate cover

23. Any other business

487/23 Ongoing concerns with regards to the very well used 500 bus service and the safety of people having to cross the A29 .

Clerk to contact West Sussex and Stagecoach to state the service is well used but there has been little work on the infrastructure to make using the service as safe as possible.

There was a safety audit completed in Fontwell but it was carried out in very low traffic time. This was raised as a concern and the audit is to be repeated in November during peak times.

The clerk is to request the accident report in relation to the fatal crash on 16th January between Arundel and Fontwell.

24. Date of next meeting

488/23 The date of the next meeting was confirmed as 7.15pm on Tuesday 14 November 2023.

There being no other business the meeting closed at 9.42pm.

Signed.....

Chair

Date.....