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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 22 MARCH 2022.**

**151/22 Record of attendance and apologies**

In attendance: Cllrs Titmus (Chair), Ratcliffe, Vawer, Skillicorn and McAuliffe.

A Peppler – Clerk.

Apologies: Apologies were received from Cllrs Mrs Clark and Wicks.

Two members of the public were present.

**152/22 Declaration of interests in items on the agenda**

Cllr Titmus declared a personal interest in items 9 (Verges) and 19 (Fontwell Meadows).

Cllr McAuliffe declared a personal interest in item 9.

**153/22 Confirmation of Minutes**

The minutes of the General Purposes Committee meeting of 8 February 2022 were confirmed as being a true record of the business conducted.

**154/22 Public questions**

Mr Bob Rogers spoke on behalf of the Walberton Allotment Association. The fencing at the allotments has fallen into disrepair and needs replacing. The association has built up funds towards this, but it is not likely to cover the full cost. He asked the meeting if the council could assist in finding a contractor to do the work and with assistance in meeting the cost.

The meeting agreed to consider the request, but first would check the lease for terms of obligation.

**155/21 Updates on actions agreed in last report**

The Clerk updated the meeting on the six items agreed at the last meeting.

**156/22 Business activity review**

Updates to the business activity spreadsheet were noted. The meeting asked that a new bus shelter for Fontwell be added.

**157/22** **Sub Committee reports**

Cllr Mrs Clark was not present to report. Cllr Vawer said that Eventbrite has been set up to take online bookings.

**158/22 Environment**

Cllr McAuliffe reported that he is not aware of any current public space issues. He has yet to complete the tree survey but will do so when time allows. The litter picking day is noted and it will be publicised on social media shortly. The Clerk will collate volunteer details. The litter bins at Fontwell appear to be being used, with regular emptying when full.

**159/22 Verges – Fontwell**

The meeting approved and signed the Community Highways Partnership Agreement with WSCC for the maintenance of roadside verges in Arundel Road, Fontwell. The Clerk has yet to hear back from the council’s insurance company regarding having WSCC’s interest endorsed.

The meeting considered three quotes to carry out five cut and collect mowings of the roadside verges in Arundel Road, Fontwell.

Resolved: To accept the quote from MCE Groundcare for 2022.

**160/22 Parish Maintenance and Rights of Way**

The Planning Inspectorate’s proposal to update grade footpath 342 to a bridleway subject to the modifications set out in the Formal Decision was noted.

**161/22 Pavilion maintenance**

1. The Clerk reported that the Pavilion continues to be well used. Approved electrical work on the heaters and exterior lighting has yet to be completed.

2. The offer of a projector for the Pavilion from Cllr Hewson was noted.

3. Two quotes and one estimate were considered for the kitchen refurbishment.

Resolved: To recommend Homebase as the preferred choice for kitchen units.

The Clerk was asked to factor in the additional costs of a fridge, freezer, dishwater, oven & hob, and fitting.

The Clerk reported that he had met with builder Martin Sewell to discuss refurbishment of the changing room areas. A plan with projected costs is awaited.

**162/22 Playing field / carpark**

The Clerk reported on the trees on the northern boundary and a quote to from Arun Tree Co to fell two trees was discussed.

It was agreed that the fallen hanger only should be removed. The Clerk was asked to ask Arun Tree Co to requote.

**163/22 Village Green, Pond and Community Orchard**

1. A replacement for the old picnic bench on the pond green was discussed.

Resolved: To remove the old bench and replace it with a Rutland picnic table purchased from Benchmark Picnic Tables.

2. Cllr Skillicorn reported that he has had difficulties with WSCC and the Environment Agency over who owns or is responsible for the upstream headwall. It appears that it is on ‘unowned’ land and is therefore the responsibility of the local parish council. The meeting agreed that a structural surveyor needs to identify exactly what the problem that causes the flooding is.

3. Cllr Titmus reported that he organised some maintenance for the community orchard last year and will be looking at doing something similar this year.

4. The Clerk reported that Sarah Milburn had enquired whether WPC would contribute to the cost of installation of the proposed memorial bench to her grandparents near the village pond.

Resolved: To pay for the cost of installation of the memorial bench.

**164/22 Community Resilience including Climate Change and Flooding**

Cllrs Skillicorn and McAuliffe reported that they are continuing to work on the Community Resilience Plan.

**165/22 Play area**

The Clerk reported that the molehills have been dealt with and other identified remedial work completed. He was asked to see if mole control Vermicide would be safe to use in the play area.

**166/22 CIL funding**

Cllr Skillicorn had nothing to raise. The meeting asked that the Fontwell bus shelter replacement be put on the CIL funding list.

**167/22 Communications including Neighbourhood News**

Cllr Vawer reported that the next Walbinfont email is due to be circulated in April. Some work has been done on the website post A27 Arundel Bypass consultation. He had nothing to report on WalBinFont Facebook, Twitter, and Next Door. Cllr Mrs Clark was not present to report on Neighbourhood News.

**168/22 Noticeboards**

The Clerk reported that an estimate had been received from Goodwood Workshop for repairs to the Fontwell noticeboard.

Resolved: To authorise repairs up to £350.00

**169/22 Fontwell Meadows**

Cllr Vawer reported that it is no longer a requirement of ADC to have a huge amount of lighting. The lighting plan is being chased.

**170/22 Queen’s Jubilee 2022**

Cllr Ratcliffe referred to his previously circulated report on the Big Lunch on Sunday 5 June. The aim is to keep it simple as an alternative to street parties for residents unable to close their own street or road. The cricket match is the main event as a backdrop to a picnic lunch around the boundary. Teas, coffee and cakes, and a raffle will be run from the Pavilion. The Council has booked the Village Hall and this will be for everyone else, especially the toilets. It is anticipated that interested groups or organisations will have tables or stands outside the Village Hall, and they will be responsible for running their aspect of the event as a support to the main event. There will be an ice cream van and hopefully the Fish & Chip van. Timing is set up from 10am with the picnic lunch from 12 noon onwards. The cricket match starts at 1.30pm with a break for tea at 3.15 and usually finishes by 6pm. A risk assessment will be conducted prior to the event. Publicity needs to be started soon.

**171/22 Correspondence**

The two items of correspondence as per the agenda were noted.

**172/22 Quotes and payments**

The Clerk presented a draft payment list of one payment for authorisation.

Resolved: To approve the payment as per the drat payment list.

**173/22 Any other business**

Cllr Ratcliffe reported that he had received a quote for an aerial survey of the parish, which was far more than expected. Alternative options will be considered.

**174/22 Date of next meeting**

The date of the next meeting was confirmed as 7pm on Tuesday 3 May 2022.

There being no other business, the meeting closed at 8.38pm.

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

Chair