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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  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 JUNE 2022.**

**276/22** **Record of attendance and apologies**

In attendance: Cllrs Vawer, Titmus, McAuliffe and McElvogue.

A Peppler – Clerk.

Apologies: Apologies were received from Cllrs Ratcliffe and Wicks.

Absent: Cllr Skillicorn.

**277/22** **Election of Chairman and Vice Chairman**

1. Committee Chairman

Cllr Vawer proposed Cllr Titmus who consented to stand. Seconded by Cllr McAuliffe.

Resolved: Cllr Titmus be appointed as Committee Chairman.

Cllr Titmus chaired the meeting from this point.

2. Vice Chairman

Cllr McElvogue proposed Cllr McAuliffe who consented to stand. Seconded by Cllr Titmus.

Resolved: Cllr McAuliffe be appointed as Vice Chairman.

**278/22** **Declaration of interests in items on the agenda**

Cllr Titmus declared a personal interest in agenda item 20 – Fontwell Meadows.

**279/22** **Confirmation of Minutes**

The minutes of the General Purposes Committee meeting of 22 March 2022 were confirmed as a true record of the business transacted.

**280/22** **Public questions**

There were no members of the public present.

**281/22**  **Updates on actions agreed in last report**

The Clerk updated the meeting on the two updates agreed at the last meeting.

**282/22** **Business activity review**

The Clerk informed the meeting that the activity spreadsheet had recently been updated. McAuliffe agreed to take the lead on bus shelters.

**283/22** **Sub Committee reports**

Cllr Vawer reported that tickets are ow on sale and are selling well.

**284/22** **Environment**

1. Public spaces

* Cllr McAuliffe had nothing to report other that some repairs are necessary to the post and rail fencing on the Village Green.

2. Trees & verges

* A quote from Arbtech to conduct an Arboricultural risk assessment on a number of trees was considered. It was agreed that a Standard Survey would be suitable.

Resolved: To accept Arbtech’s quote for a standard survey.

* Cllr MuAuliffe reported that the final paperwork for the Community Highways Partnership has been submitted to WSCC.

3. Litter and dog bins

* Litter Picking Day - Cllr Ratcliffe had reported that eight residents participated and that Yapton Lane was the worst.
* An incident of fly tipping of approx. 30 bags of rubbish in Barnham Lane cleared by ADC was noted.

**285/22** **Parish Maintenance and Rights of Way**

Cllr McAuliffe that he had reported five overgrown footpaths to WSCC via Love West Sussex.

**286/22** **Arun Joint Action Group (JAG)**

The meeting noted the meeting of 16 June. Slides of the discussion were circulated. Meetings will be held six-weekly and these will be scheduled shortly.

**287/22** **Pavilion maintenance**

1. The Clerk reported that the faulty heaters and security lights have been repaired.

2. There are now two projectors available, donated by Cllrs Hewson and McElvogue.

3. The Clerk reported that the kitchen refurbishment will take place during the week commencing 22 August 2022. The changing rooms refurbishment will start the week commencing 3 October 2022 for 4 weeks.

**288/22** **Playing field / carpark**

1. The Clerk reported that the playing field continues to be a popular open space and is well used and maintained.

2. Removal of ragwort by Cllr Ratcliffe was noted.

 3. The maintenance of the playing field perimeter was discussed. A perimeter path is planned under Sec 106 and it was agreed that this should be properly planned to make it aesthetically pleasing.  A quote from Landbuild was six years old. This should be updated, and other quotes sought.

4. An interest in creating an area to play petanque was noted.

**289/22** **Village Green, Pond and Community Orchard**

1. Village Green.

* Installation of new picnic bench noted.
* Wobbly gate post noted. Some post and rail fencing is in need of repair. Cllr McElvogue to identify. This is a job for the handyman.

2. Pond maintenance.

The Clerk reported that he had contacted Archibald Shaw & Co to undertake an inspection of the upstream headwall. This is a free service, and he has yet to receive an update.

3. Community Orchard.

Cllr Titmus reported that the area around the trees need strimming. The Clerk was asked to have Perfect Petals to quote for mulch around the trees.

4. Memorial bench.

The Clerk reported that he had heard nothing further.

**290/22** **Community Resilience including Climate Change and Flooding**

The Clerk reported that he had received notification from National Highways that repairs to prevent further flooding in the A27 underpass at Dukes Road, Fontwell, are being undertaken.

**291/22** **Play area**

The Clerk had nothing to report.

**292/22** **Allotments**

Two quotes were considered regarding the replacement of the allotment fencing, and a discussion took place on who is responsible for this. The Clerk was asked to check the allotment agreement and to ask the quoters to re-submit updated quotes.

Resolved: Should the responsibility of replacing the fencing lay with WPC then the resubmitted quotes should be accepted if they wall within the levels agreed at the meeting.

**293/22** **CIL funding**

No items to consider for funding.

**294/22**  **Communications including Neighbourhood News**

Cllr Vawer reported on:

1. Walbinfont emails - Any submissions welcome.

2. Web site – No major changes made recently.

3. WalBinFont Facebook, Twitter, and Next Door – Nothing to report.

4. Neighbourhood News – Likely an article will be required in July ahead of the extra A27 Bypass consultation.

**295/22** **Fontwell Meadows**

Cllr Titmus reported that Mr Paul Ebbs of Dandara would rather meet with individual residents to discuss issues and met with individual residents rather than holding a group meeting.

Cllr Titmus reported the discussion with Dandara’s representative who indicated ADC’s potential agreement to the demolition of the bottle store, in light of the lack of foundations for the building and that Dandara should like some written support from the PC for this before submitting their application. The Council discussed that there should be provision for reuse of original materials in lines with its policies or, failing which, reviewing the provisions for retaining the building.

The Council discussed the PC’s land on the site and proposed arranging a site visit with Dandara to review the works and compliance with specification.

**296/22** **Queen’s Jubilee 2022**

Cllr Ratcliffe reported that the community Big Lunch event went well and was attended by 300 – 400 people.

**297/22** **Flyers for welcome pack**

Cllr Ratcliffe had submitted a draft new residents’ welcome letter. The meeting approved the letter subject to some minor amendments.

**298/22**  **Correspondence**

The one item of correspondence as per the agenda was noted.

**299/22**  **Quotes and payments**

1. Quotes

Three quotes for the Playing Field / Village Green ground maintenance contract were considered.

Resolved: To the accept the quote from Glorious Gardens subject to sight of appropriate insurance and Waste Carrier licence from the Environment Agency.

2. Payments

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

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

**300/22** **Any other business**

Cllr McAuliffe suggested that residents should be kept informed about the contact WPC has with other agencies and organisations when resolving parishioners' concerns. The meeting accepted this idea and will consider a process of collating this information.

**301/22** **Date of next meeting**

The date of the next meeting was confirmed as 7pm on Tuesday 2 August 2022.

There being no other business the meeting closed at 8.33pm.

Signed………………………………………………………… Date…………………………………………………………

Chair