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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 4 OCTOBER 2022.**

**1. Record of attendance and apologies**

**451/22** In attendance: Cllrs Ratcliffe, Titmus, McElvogue, McAuliffe, Hewson, and Wicks

Apologies: A Peppler – Clerk.

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

**452/22** Cllr Titmus declared a personal interest in agenda item 20 – Fontwell Meadows item 20.

**3. Confirmation of Minutes**

**453/22** The minutes of the General Purposes Committee meeting of 2 August 2022 were approved.

**4. Public questions**

**454/22** No members of the public present**.**

**5. Updates on actions agreed in last report**

**455/22** Noted:

Minute 374/22. Walbinfont added to activity spreadsheet.

Minute 388/22. Reported to Sussex Police – ref CR47220146215.

It was requested to include brief details of what these are in future.

**6. Business activity review**

**456/22** A request that the Business Activity review is recirculated with the agenda with a link , as some councillors have difficulty finding it.

**7.** **Sub Committee reports**

**457/22** Walbinfont

It was decided that volunteers or organisations should be sought to run the summer fayre next year. Cllr Hewson to ask the Gardeners Club first.

**8. Environment**

**458/22** 1.Public spaces

Cllr McAuliffe reported with a request to tidy up these agenda points:

* Playing field, Burch Grove, the Pound, Fontwell Meadows. Add Pond & Green

2. Trees & verges

* Survey on trees at Brookview Nursery, Eastergate Lane, Walberton, Wandleys Lane, Copse Lane and Oak Bank.

Cllr McAuliffe reported that he agreed with most but not all of the actions from the report. Agreed he will produce a summary of action points to follow up on and seeks quotes for the work.

Regarding tree surveys that Cllr McAuliffe intends covering, there is a need for more information on the exact locations and to add trees on Barnham Lane and the Cycle Path.

* Weeding of Walberton pavements and verges (referred from Planning).

Agreed something needs doing:

Weeding - Initially raise with WSCC as a Health & Safety issue – trip hazard

Ask Glorious Garden or other contractors to quote for additional verges cut and pavement weeding in Walberton (Fontwell already covered) Action- Clerk.

* To discourage parking on the grass verges in Fontwell near the west roundabout agreed to seek costs on large wooden or concrete planters. Cllr Titmus to investigate
* To investigate having double yellow lines around and opposite the entrance to the petrol station in Fontwell.

3. Litter & dog bins

Nothing to report.

4. Litter picking / bin at Blacksmiths Corner

It was agreed to request a new litter bin at Blacksmiths Corner near the gate into the field. Clerk to action.

5. Branching out fund – The Tree Council

It was agreed to follow up and apply. New a youth group to support it so Cllr McEvogue to approach the cubs.

**10. Parish Maintenance and Rights of Way**

**459/22** It was agreed to rename is agenda item as – Rights of Way.

**11. Pavilion maintenance**

**460/22** It was noted that the kitchen had been refurbished but given comments from key users, councillors agreed to replace the small fridge with a standard size fridge of the same style. Also, the dishwasher is considered inappropriate so to investigate options if any. Action – Clerk.

**12. Playing field / carpark**

**461/22** It was noted that Arundel Youth football club no longer want to use the goal store so it was agreed it should be dismantled. Seek quotes for dismantling ready for bonfire night.

The proposal to install a Re-Bound goal was considered and agreed with the suggestion that it is located on or near the old goal store. The Clerk to obtain quoted for a permanent all-weather structure. WPC to pay but welcome contributions from football parents.

It was noted that Sec 106 money for the path around the field has been received, so it was agreed to approach Landbuild, Parchow Ltd and Sussex Groundworks for outline designs and quotes that could also be used to check whether planning permission is needed. Contractors to include some landscaping features to make the path attractive.

Security on the carpark barrier was discussed following recent issues with Travellers gaining access. It was agreed to proceed with a metal lock shroud if feasible with Love Metal Fabrications as soon as possible and seek a quote for an additional lockable top bar. Action – Clerk.

Concerning the dumped tree remains in the far corner of the field and the grass cutting built up by the cricket fences, it was agreed to pay for the removal. The Clerk to seek quotes from Glorious Gardens and the company that did it last time. Once cleared the wild area to be strimmed and mowed.

It was noted that three or more different contractors are doing gardening and maintenance jobs. Clerk requested to produce a spreadsheet of who does what and when.

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

**462/22** The issues with the pond were noted with the intention of following up with dredging and some landscaping during appropriate times in 2023. It was noted that the repair to the outflow wall has now been approved.

A partial quote for maintenance of the community orchard has been received but not the full job. Cllr McAuliffe to follow up ensuring the complete job is quoted for. If the final quote is acceptable to him he was given approval to book the work.

**14.** **Community Resilience including Climate Change and Flooding**

**463/22** It wasnoted that the draft plan had been circulated and Cllrs McElvogue and McAuliffe agreed to meet to progress this further.

**15. Play area**

**464/22** It was noted that Sec 106 money has been received so it was agreed to seek quotes from Soft Surfaces and Playground Flooring plus one other to replace the soft flooring. It was also agreed to replace two cradle swings from Playdale. Action – Clerk.

**16. General maintenance**

**465/22** Concern was express over the length of time being taken by Goodwood Workshop for the booked jobs. Clerk requested to contact him and establish whether he still wants to do work and to cancel the repair for the Fontwell notice board.

Agreed the Fontwell noticeboard to be replaced by a metal supply and fit board. Action Clerk to seek quotes.

It was noted that the two defibrillators have been services and the base of the finger post in The Street repaired.

The repair to Barrack Row notice board. Cllrs McElvogue will ask Ollie Harris to quote.

**17. Allotments**

**466/22** It was noted that replacement fencing starts in mid-October.

**18. CIL funding**

**467/22** It was agreed to add the Fontwell noticeboard, Fontwell bus stop and the village pond to the list.

It was noted that no funding obtained this last 6 months.

**19. Communications including Neighbourhood News**

**468/22** Cllr Vawer reported on recent and planned communications. It was requested to publicise the council vacancy again.

**20. Fontwell Meadows**

**469/22** Cllr Vawer reported on recent meetings and phone calls with Dandara regarding the area and the plans for the community building which is awaiting on ADC to approve.

**21. Correspondence**

**470/22** Correspondence from the following was noted:

Emails from residents regarding debris in the water and low water levels at the village pond.

Email from resident regarding litter in KFC and Burger King car park. Reported to ADC Environmental Health.

Email from ADC referring to grants for tree planting from The Tree Council.

**22. Quotes and payments**

**471/22** The payments list was approved but the quote from Glorious Gardens was sent back for more information on the complete job.

**23. Agree meeting actions**

**472/22** A number of actions were agreed to be circulated as a separate list.

**24. Any other business**

**473/22** None raised.

**25. Date of next meeting**

**474/22** It was agreed that the date of the next meeting would be 6 December 2022.

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

Chair