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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 6 DECEMBER 2022.**

**1. Record of attendance and apologies**

**531/22** In attendance: Cllrs McAuliffe (Chair), Ratcliffe, McElvogue, and Hewson.

A Peppler – Clerk.

Apologies: Cllrs Vawer and Wicks.

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

**532/22** Cllr Ratcliffe – Allotment motion to increase annual rent.

**3. Confirmation of Minutes**

**533/22 T**he minutes of the General Purposes Committee meeting of 4 October 2022 were confirmed as being a true record of the business conducted.

**4. Matters arising from previous minutes**

**534/22** The matters arising from the previous minutes as per the agenda were noted.

**535/22** Cllr Titmus joined the meeting. He declared an interest in agenda item 20 – Fontwell Meadows.

**5. Public questions**

**536/22** No members of the public were present.

**6. Business activity review**

**537/22** The Clerk reported that the business activity spreadsheet had been recently undated and circulated to members.

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

**538/22** Cllr Hewson updated the meeting on Walbinfont’s Summer Fayre. The Gardeners Club hope to expand the summer flower show and dog show by inviting other village organisations to participate, as well as some handicraft stalls. The Village Hall committee may be willing to organise a music night.

Cllr Titmus reported he had attended a Village Hall meeting where the summer fayre was discussed, and they are agreeable to organise things.

It was agreed that a fee of £250 would be charged to the Village Hall for holding the event on the playing field.

The Clerk was asked to check that appropriate insurance is in place for the event.

**8. Environment**

**539/22** 1. Public spaces

Cllr McAuliffe had nothing to report. The Clerk had chased up Oliver Harris to quote for repair work to the archway and fencing at the village green. A reply is expected shortly.

2. Trees & verges

* Survey on trees. Cllr McAuliffe said that he needs to know which trees need to be surveyed. The Clerk was asked to chase up Arun Tree Co on tree safety report actions.
* Weeding of Walberton pavements and verges. The Clerk reported that this had been done on identified roads by MCE Groundcare.
* Double yellow lines, Fontwell. The Clerk reported that he had submitted a Community Highways Scheme request for a Traffic Regulation Order to WSCC Highways for double yellow lines on both sides of London Road west of the junction with London Road.

3. Litter and dog bins

The Clerk reported that he had submitted a request on 12 October to ADC Cleansing for a litter bin at Blacksmiths Corner. He has since sent two chase-up emails and is awaiting a response.

4. Branching out fund

Cllr McElvogue reported that he has spoken with 1st Barnham Scouts about being involved. Item passed to Amy Nation for progression.

**9. Rights of Way**

**540/22** Notification of no objection to the upgrade of footpath 342 to a bridleway was noted. Cllr McAuliffe reported on several fallen trees and missing bridge planks on Old Scotland Road which he had reported to Love-Clean-Streets.

**11. Pavilion maintenance**

**541/22** 1. The Clerk reported that the Pavilion continues to be well used and that there are no maintenance issues.

2. The Clerk reported that the changing rooms refurbishment is complete.

**12. Playing field / carpark**

**542/22** The Clerk reported on the following:

* Goal store. This has been taken over by Barnham Trojans FC who will be responsible for its upkeep.
* Rebound goal. Several suggestions have been circulated. The Clerk was asked to get a quote for a ‘mini goal & side panels with cricket wicket and targets.’
* Path. Passed to Amy Nation to follow up. A path with interest and landscaping is desirable and to link up with the tennis court. She has contractor details, and the plan is to assess whether planning permission is required. Cllr Hewson offered to assist Amy.
* Barrier security. Two quotes had been received from Love Metal Fabrications: one for a replacement gate post and another for a replacement gate.

Resolved: To accept the quote for the replacement post.

* Waste chippings. These will be removed by Arun Tree Co on Friday.
* Contractor list. This had been created on Teams.

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

**543/22** 1. Village Green.

Quotes for repairs to the archway and fencing are being sought from Oliver Harris.

2. Pond maintenance

Landbuild are expecting to complete the repairs to the headwall this week.

3. Community Orchard.

Nothing had been heard from Glorious Gardens regarding maintenance quotes. The Clerk was asked to approach MCE Groundcare.

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

**544/22** Cllr McElvogue reported that work is continuing on the detail in the draft Community Resilience Plan. Cllr Mcauliffe requested that he no longer takes lead or be involved further with the draft, having prepared the draft plan thus far and having limited time available to complete.

**15. Play area**

**545/22** The Clerk reported that work has commenced on the soft play surface replacement and that replacement cradle swings had been ordered.

**16. General maintenance**

**546/22** Goodwood Workshop had updated that the Fontwell noticeboard will be completed shortly. To be asked to replace the perspex in the Barrack Row noticeboard. Cllr Mcauliffe requested that alternative options for resolving this be sought as it has been over a year since first raised. Clerk to seek alternative service provider if doors are not fitted by end of December.

**17. Allotments**

**547/22** Cllr Ratcliffe reported that the fencing work is complete. A discussion took place to review rental to the allotment association.

Resolved: To increase the allotment association’s rental to £1350 for the year 2023/24, which is to be increased by 10% year on year.

**18.** **CIL funding**

**548/22** The Clerk was asked to add a traffic calming measure in the form of a ‘build-out’ in Eastergate Lane by the cycle path exit from the village green, and to add pond renovation to the CIL funding list.

**19. Communications including Neighbourhood News**

**549/22** Cllr Vawer reported on the following:

1. Walbinfont emails. December email went out as planned to 489 subscribers. It included the A27 supplementary consultation, traffic calming discussion and the vicar’s support fund.

2. Web site. The front page has been updated to reflect the A27 supplementary consultation. Committee responsibilities have been updated and councillor page tidied.

3. WalBinFont Facebook, Twitter, and Next Door. Updates from the Walbinfont email, advice about Fontwell’s exhibition and comment about the bat bridge at Tye Lane.

4. Neighbourhood News. Latest edition which concerns the A27 supplementary consultation is being distributed to every household in the parish.

**20. Fontwell Meadows**

**550/22** Cllr Vawer reported that concerns had been raised regarding the allotment area and soil quality and flooding. A resident has taken some images and a short video which has been forwarded to Dandara to clarify what they are doing.

Cllr Titmus reported that the old bottle store has now been demolished.

**21. Correspondence**

**551/22** The one item of correspondence as per the agenda was noted. The Clerk was asked to refer it to the Planning Committee.

**22. Quotes and payments**

**552/22** The Clerk presented a draft payment list of ten payments for authorisation.

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

**23. Agree meeting actions**

**553/22** A number of actions were agreed to circulated as a separate list.

**24. Any other business**

**554/22** Cllr Titmus asked if future GP meetings could start at 7.15pm.

**25. Date of next meeting**

**555/22** The date of the next meeting was confirmed as 7.15pm on Tuesday 21 February 2023

There being no other business the meeting closed at 9.00pm.

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

Chair