|  |  |
| --- | --- |
| 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 5 OCTOBER 2021.**

**489/21 Record of attendance and apologies**

In attendance: Cllrs Titmus (Chair), Vawer, Mrs Clark, Wicks and McAuliffe.

Apologies: Apologies were received from Cllrs Ratcliffe and Skillicorn.

**490/21 Declaration of interests in items on the agenda**

Cllr Titmus declared a personal interest in agenda item 21 – Fontwell Meadows.

**491/21 Confirmation of Minutes**

The minutes of the General Purposes Committee meeting of 17 August 2021 were confirmed as a true record of the business conducted.

**492/21 Public questions**

No members of the public were present. No questions had been received.

**493/21 Updates on actions agreed in last report**

The Clerk updated the meeting on the three items agreed at the last meeting as per the agenda.

**494/21 Coronavirus update**

Cllr Mrs Clark reported that Arun’s figures are still lower than the UK average. Local community groups are gradually returning to normal.

It was agreed that this item would no longer be a standing agenda item at future meetings.

**495/21 Business activity review**

No new projects were agreed.

**496/21 Sub Committee reports**

Cllr Mrs Clark reported that there has been no further action.

**497/21 Environment**

1. Green matters.

The Clerk reported that he had not received a requested report from the Environmental Consultant.

It was agreed that Green Matters would not be a separate item under Environment at future meetings but would be considered as integral part of all matters considered by the council.

2. Op Watershed.

Cllr Mrs Clark had nothing to report. There is still £7464 of grant funds in Reserves.

Cllr McAuliffe agreed to take over Op Watershed from Cllr Mrs Clark.

**498/21 Litter / ground maintenance – Fontwell**

Cllr McAuliffe referred to his previously circulated reports.

1. Ground maintenance: Cllr McAuliffe gave an overview on the quality of ground maintenance service provision in Fontwell, and of ground maintenance contracts. A discussion took place on the proposed actions suggested.

Agreed: Cllr McAuliffe to make initial contact with WSCC and ADC regarding contracted services.

2. Litter: Cllr Mrs Clark referred to planning application WA/85/18/DOC which detailed the obligations on the Shell Garage / KFC / Burger King site with regards to minimising litter. A discussion took place on the proposed actions suggested.

Agreed: Site managers to be spoken with to remind them of their obligations regarding litter. The Clerk to enquire with ADC as to the cost of providing a litter bin outside the site with twice weekly collection.

**499/21 Walberton Task Force and Rights of Way**

1. The Clerk referred to an email from Mr Peter Brown which he says that, in its current format, the Task Force has run its course. Cllr McAuliffe requested that a map is produced showing the areas of land within the Parish that are owned by WPC.

Agreed: Cllr McAuliffe to make contact with Peter Brown.

2. Correspondence SUBJECT: ROW/3253424 (Chichester - No1 (Walberton and Arundel Addition of a Restricted Byway and Upgrade of Footpath 342 to a Bridleway)) Definitive Map Modification Order 2019 was noted.

**500/21 Pavilion maintenance**

1. The Clerk reported that the front doors had been adjusted by Outside Interests, thereby resolving the fault with the lock. The leaking roof in the outside store and the yard gates had been repaired

2. Consideration was given to having solar panels.

Agreed: The Clerk to make enquiries

3. The Clerk reported that the showers are currently out of commission and that the Cricket Club had enquired about using them next season.

Agreed: After visiting the shower area it was agreed that the showers would feature in a larger project of Pavilion refurbishment.

**501/21 Playing field / carpark**

1.The Clerk reported that the old and damaged dog poo bin at the southeast corner had been replaced.

2. The cost of the repair to the water leak on the playing field has been referred to WPC’s insurers.

3. Complaints had been received regarding a man using golf clubs and ball, causing a nuisance and potential danger. The Clerk reported that he had spoken to the man concerned.

4. The Cricket Club is proposing to resurface the cricket square for the 2023, with the required work starting in the Autumn next year.

5. The Clerk reported on a vehicle blocking the emergency carpark access last week. The person concerned had been spoken to.

6. The oak tree in the conservation area, which is subject to a PPO, has been referred to Arun Tree Co for crown maintenance assessment.

**502/21 Village Green, Pond and Community Orchard**

1. Cllr Titmus reported that the Village Green continues to be well maintained.

2. Cllr Skillicorn had reported that there are still issues around ownership of the culvert wall at the pond. He has another phone call arranged with WSCC next week.

3. Cllr Titmus reported that some of the orchard trees need attention.

Agreed: He will email Arun Tree Co.

4. Cllr Mrs Clark reported that repairs to the bench are nearly complete.

**501/21 Play area**

The Clerk reported on the latest ADC inspection. Significant safe surface shrinkage was reported, as well as some on-going maintenance work required. A discussion took place regarding future resurfacing and updating, and it was agreed that this would feature as a project next year. In the meantime, he will arrange for any necessary ongoing repairs to be done.

**502/21** **CIL funding**

There was nothing to report.

**503/21 Dog waste bin, Barnham Lane**

Cllr Titmus reported that the licence has been signed and that installation is awaited.

**504/21 Communications including Neighbourhood News**

1. Walbinfont emails.

Cllr Vawer reported that the latest email went out on 1 October. It included a Speedwatch survey which had had 14 replies so far.

2. Web site.

Cllr Vawer reported that work is being done to keep it up to date.

3. WalBinFont Facebook and Twitter.

Cllr Vawer reported that meeting dates are being added to Events on Facebook.

4. Neighbourhood News.

Cllr Mrs Clark suggested that two Fontwell drops be considered, one being a simple flyer highlighting what is happening and inviting residents to sign up to emails to stay informed, the other being about Fontwell Meadows and the A27.

**505/21 Binsted noticeboard**

The Clerk reported that Goodwood Workshop say that it is in the final stages of construction and it should be ready in a few weeks.

**506/21 Community Broadband FTTP**

Cllrs Titmus reported that the Eastergate application has been submitted to DMS and further should be heard very soon. There was no update on the Yapton exchange.

**507/21 Fontwell Meadows**

Cllr Vawer reported that there are traffic lights on the A29 Fontwell Avenue until November to construct the main entrance to the site. The footpath has been re-routed so there is a better view of the estate. There is a delay of 12 months on the land registry due to Covid.

**508/21 Correspondence**

Correspondence as per the agenda was noted.

**509/21 Quotes and payments**

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

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

**510/21 Any other business**

None.

**511/21 Date of next meeting**

The date of the next meeting was confirmed as Tuesday 16 November 2021.

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

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

Chair