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|  | **WALBERTON PARISH COUNCIL****INCLUDING FONTWELL AND BINSTED**Parish Council Office, The Pavilion, The Street,Walberton, Arundel, West Sussex, BN18 0PJTel: 01243 554528email: clerk@walberton-pc.gov.uk[www.walberton-pc.gov.uk](http://www.walberton-pc.gov.uk) |

**MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 6.30PM ON TUESDAY 12 FEBRUARY 2019.**

**81/19 Record of attendance and apologies**

 In attendance: Cllrs Mrs Clark (Chair), Ratcliffe, Mrs English.

 A. Peppler – Clerk.

 Apologies: Cllrs Rogers, Mrs Lewis.

**82/19 Declaration of interests in items on the agenda**

 None.

**83/19**  **Confirmation of minutes**

The minutes of the General Purposes Committee meeting of 11 December 2018 were confirmed as a true record of the business transacted.

**84/19 Public questions**

 No members of the public were present.

**85/19 Update on actions agreed at last meeting**

The Clerk updated the meeting on actions agreed at the last meeting as per the agenda. He was asked to generate a process for the service of hedge letters.

**86/19 Sub Committee reports**

1. Green matters

The Clerk was asked to generate a process for the service of hedge letters.

2. Walbinfont

Nothing to report.

**87/19 Cricket Club 150th anniversary**

The Clerk reported that he had received a proposed schedule for the anniversary day on 30 June 2019.

**88/19 Environment**

1. Environment report. The meeting considered the Environment Consultant’s report. Cllr Mrs Clark said that the photos were good, but some notes are required for action to be taken. The Clerk was asked to liaise with Mark Wardle.

2. Op Watershed. Cllr Mrs English had nothing to report. However, she has reported two instances of flooding to WSCC through Love West Sussex. The Clerk was asked to follow up his email to Ben Whiffin regarding flooding as a tree on WSCC land in Eastergate Lane has fallen over towards the road.

**89/19 Walberton Task Force**

 No report.

**90/19 Community Resilience**

The Clerk had nothing to report. He has asked Mr Marc Mitchell if any previous volunteers had agreed to grit the village car park when icy.

**91/19 Sussex Police**

Cllr Mrs English had no crime figures to present. The meeting was aware that a night time burglary occurred in Eastergate Lane, Walberton, when a car, laptop, wallet and personal items were stolen, although this had not shown up on any of the Police weekly bulletins.

**92/19 Pavilion maintenance**

1. Cllr Mrs Clark reported that work to lay the new floor with start on Saturday 16 February. The new curtains are due mid-March. Cllr Ratcliffe agreed to contact St Wilfred’s Hospice to see if they are interested in the old chairs.

2. Cllr Mrs Clark reported on the success of the painting day and thanked all the volunteers who came to assist. The meeting was disappointed that it was necessary to repaint the inside of the Pavilion after only seven months. The Clerk was asked to generate a list of ‘house rules’ and to remind users regarding misuse and tidying up.

**93/19 Post Office Outreach Service**

Cllr Mrs Clark reported that this is working well. It is not necessary for this item to be on future meeting agendas.

**94/19 Website and other technology**

Cllr Mrs Clark reported that the website continues to be well visited. There are 318 people on the email list. The February newsletter had a 79.2% open rate. 9 people had clicked on ADC planning applications through the website. Additional training with e-mango has been arranged for Monday 11 March.

**95/19 Playing field / car park**

The Clerk reported that the John Bentley had trimmed back the hedging on the east side of the playing field and the tree overhanging the Pavilion.

**96/19 Village Green and pond**

1. It was agreed that some remedial work was required at the conservation area to bring it to a point where it is easily maintained. The Clerk was asked to discuss with Simon Kennedy.

2. The Clerk reported on further damage to the post and rail fencing caused by a vehicle collision. This has since been repaired and recompense is being sought from the car owner involved.

3. A request to allow parking on the village green on Open Gardens Day was considered. It was agreed that this should be permitted subject to the weather.

Resolved: To recommend to Full Council that the parking byelaw on the village green be suspended for the day, subject to weather conditions.

**97/19 Play area**

The latest inspection report was noted. The Clerk said there were no new issues had been identified.

**98/19 Allotments**

No report. The meeting has noted that the Tuppers Field developers have reinstated allotments, which WPC will not accept responsibility for.

**99/19 Village Hall**

 The report from Sue Cox presented to Full Council on 15 January 2019 was noted.

**100/19 Rights of Way**

 1. No report.

 2. Peter Brown’s submission on the draft PROW Management Plan consultation was noted.

**101/19 Quotes and payments**

1. Quotes. A quote had been received from MH Kennedy for grass mowing. This will be considered at the Full council meeting of 12 March 2019.

2. The meeting authorised the payment of four invoices as per a draft list prepared by the Clerk.

**102/19 Correspondence**

1. Correspondence from Sue Wallsgrove regarding litter at KFC, Fontwell was noted. Cllr Mrs Clark said That Ms Wallsgrove has developed a good relationship with the management as is keeping an eye on things.

2. Correspondence from Brenda Bailey regarding gritting of the village car park when icy was noted. The Clerk had responded.

3. Correspondence from Tina Cooper about the ‘public’ notice board beside the parish notice board at the entrance to the village car park was noted. The Clerk had responded.

**103/19 Any other business**

 Cllr Mrs Clark asked for councillors and helpers for the Dandara Open Day on 28 February 2019.

**104/19 Date of next meeting.**

The date of the next meeting was confirmed as Tuesday 9 April 2019. It was agreed that the proposed date of the following meeting is Tuesday 4 June 2019.

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

 Chair