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|  | **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 HELD ONLINE AT 7.00pm ON TUESDAY 2 FEBRUARY 2021.**

**72/21 Record of attendance and apologies**

In attendance: Cllrs Mrs Clark (Chair), Ratcliffe, Mrs Shackleton, Vawer, Titmus, Skillicorn, Rogers, Fisher and McElvogue.

A Peppler – Clerk.

Apologies: None.

**73/21 Declarations of interest in items on the agenda**

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

**74/21 Confirmation of minutes**

The minutes of the Full Parish Council Meeting of the Parish Council of 1 December 2020 were confirmed as a true record of the business transacted.

**75/21** **To receive reports from Arun District Council**

Apologies were received from Cllrs Roberts and Mrs Catterson. Cllr Mrs Clark wished to thank Cllr Roberts for ensuring that ADC adheres to correct procedure.

Cllr Mrs Clark noted that Cllr Dendle has not attended a WPC meeting since July 2019 and there has been no communication from him since May 2020. The Clerk emailed him on 2 December 2020 enquiring about his welfare and did not receive a response. A reminder about this meeting was emailed to him along with other ADC councillors.

**76/21 To receive a report from West Sussex County Council**

No report received.

**77/21** **Public questions (max 15 minutes)**

Two members of the public were present. No questions were asked.

**78/21 Annual Parish Council Meeting 2021 (additional item)**

The meeting considered a date for the Annual Parish Council Meeting in May.

Resolved: To hold the Annual Parish Council Meeting on Tuesday 25 May 2021.

**79/21 Coronavirus update**

1. Cllr Mrs Clark updated that the number of infections in Arun has risen significantly. Many residents over 70 have now received vaccinations. Government guidelines on the holding of online meetings is valid until 6 May 2021. A decision for any extension has yet to be made. Cllr Mrs Shackleton expressed concern over social distancing in the laundrette.

2. The priorities, risks and actions agreed and resolved at the Extraordinary Full Council meeting of 17 March 2020 were reviewed. Cllr Mrs Clark had previously circulated a document for residents with proposed amendments.

* + - Priorities

To include support for the NHS and WSCC.

* + - Risks

Unchanged.

* + - Actions
    - WalBinFont emails keep residents informed of Covid-19 updates and is working with the community’s Facebook and Twitter accounts to share information.
    - Applications for Council’s Grant Awards will be invited in April 2021.
    - Annual Meeting of the Parish is due be held on 18 May 2021. The Clerk will explore the possibility of venue other than the Pavilion to allow greater social distancing, Covid-19 restrictions permitting.

The meeting agreed with the proposed amendments.

**80/21 Planning Committee**

1. Cllr Ratcliffe commended the minutes of the Planning Committee meetings of 15 December 2020 and draft minutes of 19 January 2021 (previously circulated). The date of the next meeting on 2 March 2021 was noted.

2. No councillor questions were asked.

**81/21 General Purposes Committee**

1. Cllr Mrs Clark commended the draft minutes of the General Purposes Committee of 26 January 2021 (previously circulated). The date of the next meeting on 9 March 2021 was noted.

2. No councillor questions were asked.

**82/21 Finance & Legal Committee**

1. Cllr Rogers commended the draft minutes of the of the Finance & Legal Committee of 12 January 2021 (previously circulated). The date of the next meeting on 6 April 2021 was noted.

2. No councillor questions were asked.

**83/21 Budget**

1. The meeting considered the proposed budget (previously circulated) as recommended by the Finance & Legal Committee.

Resolved: To accept the proposed budget

2. The meeting considered a proposed precept of £62,930 for the next financial year 2021/22 as recommended by the Finance & Legal Committee. This represents a nett £0 increase for Band D properties over the present year.

Resolved: To submit to ADC a precept requirement of £62,930.

**84/21 Other financial matters**

1. The meeting considered the transfer of a further £5000 from General Reserves to POP Reserve as recommended by the Finance & Legal Committee.

Resolved: To transfer a further £5000 from General Reserves to POP Reserve as recommended.

2. To approve the continued use of online banking for the purpose of council payments and receipts.

Resolved: To continue to use online banking for the purpose of council payments and receipts.

**85/21 Policies**

No policies for review.

**86/21 Business activity**

Business activity as per the business activity sheet and recent updates were noted.

**87/21 A 27 Arundel Bypass**

1. Cllr Mrs Clark reported that ADC had not responded further to questions raised on 13 January. A conference call with Andrew Griffith was held on 29 January, the notes of which will be circulated to councillors and the Highways Working Group. ‘No to Grey’ posters have been agreed and prepared for display. More work will be required once a barrister has been instructed.

2. To consider appointing Norton Rose Fulbright to represent WPC on legal matters as recommended by the Planning Committee.

Resolved: To appoint Norton Rose Fulbright to represent WPC on legal matters pertaining to the A27 Arundel Bypass.

3. Correspondence with Highways England was considered and the conference call with Highways England on 3 February 2021 was noted. Questions have been previously agreed and circulated, with WPC’s opening statement being, ‘“Walberton Parish Council opposes the preferred route Grey because of its large adverse impacts on our villages, cultural heritage, landscape, wildlife, the wider environment, and parishioners’ quality of life”.

**88/21 Census 2021**

1. The date of the Census on 21 March 2021 was noted.

2. The Census will be promoted through social media outlets to encourage residents to take part online and assist others.

**89/21 Community Resilience including Climate Change and Flooding**

The Clerk reported that there has been little by way of Community Resilience. The new lead, Cllr Skillicorn, has been passed some relevant information. Cllr Mrs Clark reported the recent pollution in the village pond had been referred to the Environment Agency and ADC. The EA referred WPC to WSCC regarding the pond wall.

**90/21 To receive additional reports**

1. Walberton Task Force

Mr Peter Brown had nothing to report.

2. Village Hall

Cllr Mrs Shackleton referred to her previously circulated report. The hall is currently closed due to the current national Covid-19 lockdown. Walberton Pre-School had been temporarily closed due to a confirmed case~~d~~. The Easter Fair planned for 20 March 2021 has been cancelled. Open Gardens is planned for 13 June, but this is looking uncertain. Bonfire Night is planned for 7 November, with the deposit having been held over from last year.

3. Community Play Centre

Cllr Rogers reported that the ‘before and after’ club was closed from 5 January and is running solely for Key Worker / Vulnerable children. This is currently 8 children. Staff have been reassigned to cover Maternity leave and 2 new apprentices have started. . The Board of Trustees Membership remains unchanged and will do so until Covid crisis ends. . The accounts are still healthy but will deplete as long as lockdown continues limiting activities. Policies continue to be updated and reviewed.

4. Allotments

Cllr Rogers reported that the £30.00 rent per plot no longer covers the cost of rent, water and other incidentals. As treasurer he will be recommending an increase of £40.00 per plot for the coming season. This will enable the Association to supplement the grant they received from WPC and plan for fence replacement.

5. Walberton & Binsted CofE School

Cllr Mrs Shackleton referred to her previously circulated report. The school is open to children of key workers and those deemed vulnerable. Other pupils are being taught remotely. A Covid-19 case caused the year 6 ‘bubble’ to self-isolate. Lateral flow testing has now started. The school will close to all pupils over half term. The Headteacher confirmed that any A27 information may be circulated via Parentmail.

6. Police Liaison

The Clerk has emailed the local PCSO for relevant information but had not yet received a response.

7. Neighbourhood Plan

Cllr Ratcliffe reported that Reg 17 stage has been reached and the Plan is with the examiner, who has until 26 February to produce his report. Work will be needed to update the Plan as recommended between 1 and 12 March 2021 in time for the referendum on 6 May. The Reg 16 comments are available on ADC’s website.

8. Communications – web site, emails, social media

Cllr Vawer referred to his previously circulated report. February’s email was circulated as planned. An extra email is being written for mid-February as there was so much information to include. The website is being updated. A27 posters have been added, and the news page update dated to include vaccination links and information. The Community Facebook page currently has 1016 followers.

9. WalBinFont

Cllr Mrs Shackleton referred to her previously circulated report. Owing to the Covid pandemic further planning or promotion of the Walbinfont weekend in July has been delayed. A decision about its viability will be made later in the year.

**90/21 Arun District Council parish briefings**

Cllr Mrs Clark had nothing to report. A revised HELAA report had been produced and the online map updated.

**91/21 Fontwell land transfer – Fontwell Meadows**

Cllr Ratcliffe reported that Fontwell Meadows will be transferred to Dandara ownership this week, which means they are ready to complete on the transfer of the community land to WPC. Our solicitor was chased this week to conclude the closing details so that this can be completed.

**92/21 Staff matters**

None.

**93/21 Correspondence received**

1. Variouscorrespondence relating to the A27 Grey route were noted.

2. Two emails had been received regarding pollution of the village pond.

**94/21 To approve quotes and payments**

1. A quote from M H Kennedy for the grass maintenance season 2021 was considered. The prices offered were the same as last year.

Resolved: To accept the quote.

2. The Clerk had previously circulated the payment list from 1 December 2020 to 31 January 2021.

Resolved: To approve all payments.

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

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

**95/21 Any other business**

1. Cllr Mrs Shackleton reported that the pothole in Prime Close reported at the last GP meeting had been repaired.

2. Cllr Mrs Clark said that all Walberton Parish voters in the May elections voting in person will need to go to Westergate Methodist Church as there will not be polling stations in Walberton or Fontwell Racecourse. Residents should be encouraged to apply for a postal vote.

2. Cllr Ratcliffe reported that he had circulated a document regarding potential loss of Rights of Way paths. He and Peter Brown had identified two paths worthy of reinstatement and asked members for other ideas.

3. Cllr Mrs Clark suggested that the carpark relining is planned for half term.

4. The Clerk reminded members to take advantage of training courses offered by SSALC.

**96/21 Date of next meeting**

The date of the next meeting was confirmed as 7.00pm Tuesday 13 April 2021.

There being no other business the meeting closed at 8.27pm.

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

Chair