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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 5 JUNE 2018.**

**295/18 Record of attendance and apologies**

 In attendance: Cllrs Moores, Mrs Clark, Rogers, Mrs English.

 A Peppler – Clerk.

 Apologies: Cllrs Mrs Lewis, Mitchell.

**296/18 Election of Committee Chairman and Vice Chairman**

Chairman: Cllr Mrs Clark was nominated by Cllr Moores and seconded by Cllr Mrs English. Cllr Clark accepted the office and presided over the meeting.

Resolved: Cllr Mrs Clark appointed as Committee Chairman.

Vice Chairman: Cllr Mrs Lewis was nominated by Cllr Mrs Clark and seconded by Cllr Rogers. Cllr Mrs Lewis had previously indicated that she would accept the office if so nominated.

Resolved: Cllr Mrs Lewis appointed as Committee Vice Chairman.

**297/18 Declaration of interests in items on the agenda**

Cllr Mrs Clark declared a personal interest in item 18 in that repair work in relation to the Bus Shelter – A27 Havenwood is being done by Goodwood Workshop, which is owned by her partner.

**298/18 Confirmation of minutes**

The minutes of the General Purposes Committee meeting of 24 April 2018 were confirmed as a true record of the business transacted.

**299/18 Public questions**

 No members of the public were present.

**300/18 Update on actions agreed at last meeting**

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

**301/18 Sub Committee reports**

1. Green Matters
2. No report was received. A badger sett found in Fontwell has been reported to the Sussex Wildlife Trust.
3. There was no Tree Warden’s report. Cllr Mrs Clark commented that since Cllr Mrs Lewis had stood down as Chairman of Green Matters, no progress had been made. She expressed concern that some of the vegetation that WPC is responsible for is not regularly checked by someone who has experience in this area. She and the Clerk had spoken with Mr Mark Wardle, previous manager for Sindon Estate, and an email (previously circulated) from him was discussed. Agreement was reached that the clerk write to Mr Wardle requesting 2 days work to include presenting a report to the GP committee, effective October 2018 at a total annual cost of £480. The current tree warden’s appointment will terminate on 30th September 2018.

 2. Walbinfont

 Cllr Mrs Clark reported that 70+ tickets have been sold for Willie Austin. Banners and posters will be going up this and next week.

**302/18 Walberton Task Force**

 No report was received. Cllr Mrs Clark reported that the Task Force had been working at The Pound this morning.

**303/18 Community resilience**

 No report was received.

**304/18 Sussex Police**

1. Cllr Mrs English said that things had been very quiet recently and that there was nothing to report.
2. The Clerk reported that PSCO Moorey had been unable to do his Scam presentation on 18 May. It was agreed that the Clerk should email him to enquire whether he might be available on a Friday morning from 1 August 2018.

**305/18 Pavilion maintenance**

 Cllr Mrs Clark reported that Lightsource funding for the Pavilion is due later in June and it is necessary to identify priorities in pavilion refurbishment. Internal painting, for which a quote of £2060 had been submitted, and new notice boards are required, together with replacement tables and chairs amongst other things. It was agreed that the Clerk should keeping looking for a window cleaner and will contact an alternative decorator for an internal painting quote. Cllr Mrs English will price new notice boards, similar to that of the Cubs.

**306/18 Post Office Outreach Service**

 Cllr Mrs Clark reported that the new contact is Mr Carlos Pereira who will be conducting a site visit on Friday 8 June. BT will be installing the phone line on Wednesday 13 June and the electrical inspection will take place on Friday 29 June 2018. It is hoped that the service will start on Friday 13 July. It is hoped to get an article into the Chichester / Bognor Observer and Parish News.

**307/18 Technology**

1. Cllr Mrs Clark reported that the new website is in use and is having an increasing number of ‘hits’. It is still a learning curve for herself, the Clerk and Cllr Mrs Lewis, and asked that members look and highlight any anomalies.
2. The Clerk reminded members to ensure that they include a GDPR direction in the footer of emails they send on behalf of WPC.

**308/18 Playing field / car park.**

 There was nothing to report. Cllr Moores commented on the scruffy appearance of the BT phone box in Maple Parade. The clerk will contact BT.

**309/18 Village Green**

 A report of a horse seeing galloping on the green was noted. It was agreed that little could be done. The Clerk is to check the byelaws regarding this.

**310/18 Play area**

 The Clerk reported that the last inspection was conducted on 7 May 2018 and nothing new had been highlighted. The annual inspection by Playdale is due later this month.

**311/18 Signs**

 The Clerk reported that the missing sign opposite the car park had been replaced by WSCC. A local resident had complained that it was in direct line of sight from his sitting room and wondered if it could be painted black and white. This was referred to WSCC Highways who had replied that the sign was in the correct place and that regulations require signposts to be of a single colour.

**312/18 Bus shelter A27 Havenwood**

 The Clerk reported that the quote submitted by Goodwood Workshop for the shelter’s roof repair of £245.00 was approved at the Full Council meeting of 29 May 2018.

**313/18 Allotments**

 Cllr Rogers referred to his report at Full Council on 29 May 2018 and had nothing further to add.

**314/18 Village Hall**

 No report to receive.

**315/18 Rights of Way**

 Cllr Rogers reported that the dangerous tree at the allotments had been reported to Mr David Page. The Clerk said that no reply had yet been received.

**316/18 Quotes / payments**

 None.

**317/18 Correspondence**

 Consideration was given to Mr Peter Lewis’s email regarding WPC purchase of gazebos. This was notdeemed appropriate expenditure.

**318/18 Any other business**

 Cllr Mrs Clark will ask Cllr Mrs Lewis to put a reminder in the Parish News that permission needs to be sought from the Clerk from anyone wishing to put up banners or posters on WPC property.

**319/18 Date of next meeting**

 The date of the next meeting was confirmed as Wednesday 8 August 2018. The following meeting will be on Tuesday 2 October 2018 (TBC).

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