|  |  |
| --- | --- |
|  | **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 GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 6.30PM ON TUESDAY 8 AUGUST 2018.**

**414/18 Record of attendance and apologies**

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

A. Peppler – Clerk.

Apologies: Cllr Mrs Lewis.

**415/18 Declaration of interests in items on the agenda**

Cllr Mrs Clark declared a personal interest in item 17 A27 Havenwood bus shelter.

**416/18 Councillor resignation**

The resignation of Cllr Mitchell was noted. Cllr Mrs Clark thanked him for his contribution over the past two years.

**417/18 Confirmation of minutes**

The minutes of the General Purposes Committee meeting of 5 June 2018 were confirmed as a true record of the business transacted.

**418/18 Public questions**

There were no members of the public present.

**419/18 Update on actions agreed at last meeting**

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

**420/18 Sub Committee reports**

1. Green matters

1. Cllr Mrs Clark said that, owing to the fine weather, there were no issues to report.

2. Cllr Mrs Clark reported that a limb of an oak tree had snapped off in Tuppers Field. She will raise with Linden Homes at their exhibition on 9 August 2018. The Clerk reported that the Tree Warden had reported that some of the issues notified had not been tackled as it is the holiday season.

2. WalBinFont

Cllr Mrs Clark reported on the success of the WalBinFont weekend. The music evening was a sell out and enjoyed by all. £1517 was made on that raffle. The fete was mainly in the Village Hall because of the weather, but nevertheless it was well attended and £1300 was taken. The final total was £6,159.80, of which £1.200 will be donated to Just Different, £4,900 to POP and £59.80 to the events reserve. She expressed thanks to the WalBinFont planning team and recommended a repeat in two years’ time. Next year is the Allotment Association’s Open Gardens weekend but a music night is planned.

**421/18 Walberton Task Force**

Cllr Rogers’ report concerned Rights of Way and asked the Chair if item 20 on the agenda could be moved to here, which the Chair agreed. He reported that the Task Force is due to meet on 10 August at Binsted footpath near the church, at The Pound on 31 August and Jubilee Wood on 14 September. He asked if WPC was intending to carry out regular summer clearance of key footpaths, and what was WPC’s view on a proposal to upgrade the footpath from Binsted Church to Madonna Pond to bridleway status. The Clerk said that WSCC have a schedule to clear key footpaths and that he was not aware of any proposed footpath upgrade. He will reply to Mr Peter Brown who raised the issues.

Members of the Task Force will be reviewing and revising the booklet *Six Walks around Walberton*.

**422/18 Community resilience**

The Clerk reported that, since the resignation of Cllr Mitchell, no one had taken over the lead for Community Resilience. Mr Mitchell had since said that all the volunteers had since left. The Clerk had taken most of the donated emergency equipment to the Emergency Equipment Room at Yapton Village Hall but had kept back some items in case they were required for any events.

**423/18 Sussex Police**

1. Cllr Mrs English reported on 4 reports of unattended vehicles being entered in The Meadows and Parsons Walk, Walberton, and Arundel Road and Slindon Bottom, Fontwell. Items, including a doctor’s medical bag, were stolen were stolen from two vehicles.

2. The Scam presentation by PSCO Richard Morey will be on 24 August 2018.

**424/18 Pavilion maintenance**

1. Cllr Mrs Clark referred to the newly painted interior to the Pavilion. The Clerk reported that the loft insulation was 80% complete and was on hold because of the hot weather, which will be finished in due course. A discussion took place on where noticeboards, tables and chairs should go. Further consideration to be given. A minimum of two quotes will be sought for replacing the Pavilion flooring. Clerk to arrange for replacement of light fittings.

2.The Clerk reported that he has spoken with a window cleaner Steve Masters who will clean the Pavilion windows every six weeks at £15.00 a time. This will add £140.00 to the annual Pavilion cleaning costs.

Resolved: To approve payment for a window cleaner.

**425/18 Post Office Outreach Service**

Cllr Mrs Clark reported that a request for the Post Office to approve a change in opening times to 9am – 12.00pm from September was awaited, together with an update on the BT line. There will be no service on 17 and 24 August 2018.

**426/18 Technology**

Cllr Mrs Clark reported that keeping the website site updated with articles and various documents is proving difficult to herself, Cllr Mrs Lewis and the Clerk because of the time involved. She recommended that Maureen Chaffe of Process Matters 2 be asked if she would be willing to update the website and how much it would cost. The Clerk will follow up.

**427/18 Playing field / carpark**

The Clerk had received an enquiry as to when WPC was going to have the hedging trimmed at the north east corner of the playing field. Cllr Mrs Clark asked that this be put on the agenda for the next GP meeting. There were no other issues.

**428/18 Village Green**

Cllr Mrs Clark reported that the damaged post and rail fence is on Terry Aldridge’s ‘to do’ list. Some weed clearance is required behind the community orchard and there is £84 in the community orchard fund. The Clerk to ask Mr Richard May to quote to clear.

**429/18 Play area**

The Clerk reported that the paly area had been inspected by RoSPA on 11 June and Playdale on 3 July. Neither had raised any significant concerns but the two cradle swings require replacing. This has been budgeted for and he will arrange.

**430/18 A27 Havenwood bus shelter**

The Clerk reported that the repairs to the shelter roof had been completed by Goodwood Workshop.

**431/18 Allotments**

Cllr Rogers reported on the Open Afternoon at which there were several allotment holders but few other people. About £30 in donations was taken. He reported on the damage to the gate caused by a bough of a tree breaking off due to the hot weather. Derek Page will be having the other trees inspected. The Clerk will email Mr Page to have the gate repaired and offer Richard May’s services to do this.

**432/18 Village Hall**

Cllr Mrs Clark reported that the hall flooring will be done at the end of the month.

**433/18 Rights of Way**

Dealt with at minute 421/18.

**434/18 Quotes / payments**

The meeting approved payment of five cheques (444-448) as per a draft list prepared by the Clerk.

**435/18 Correspondence**

Cllr Mrs Clark reported that she had emailed Anne Nicholson regarding land in Eastergate Lane reminding her of the risks of overgrown fields being targeted by travellers, of her responsibilities under riparian rights to keep ditches adjoining their land clear, and outstanding work yet to be done on the removal of a dead branch on an oak tree overhanging the bench in the community orchard. She had replied to say that the work is in hand.

**436/18 Any other business**

None.

**437/18 Date of next meeting**

The date of the next meeting will be on Tuesday 9 October 2018. The following meeting will be on Tuesday 11 December 2018.

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

Chair