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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 11 DECEMBER 2018.**

**610/18 Record of attendance and apologies**

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

 A. Peppler – Clerk.

 Apologies: Cllrs Rogers, Mrs Lewis.

**611/18 Declaration of interests in items on the agenda**

 None.

**612/18**  **Confirmation of minutes**

The minutes of the General Purposes Committee meeting of 9 October 2018 were confirmed as a true record of the business transacted.

**613/18 Public questions**

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

**614/18 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 circulate the generic hedge letter to all councillors.

**615/18 Cricket Club 150th anniversary**

1. Mr Steve Lockwood (cricket club fixtures secretary) informed the meeting that 2019 is the Cricket Club’s 150t anniversary. The MCC has agreed to play a village side in an all-day game on Sunday 30 June. The aim is to broaden interest in cricket in the village and attract new players. It will be the most prestigious sporting event in Walberton’s history. Lunch for players will be in the Village Hall and tea in the Pavilion. A committee to coordinate the event will be formed after the AGM in January.

2. The meeting was pleased to offer its support the event. The Pavilion and playing field will be made available and no charge will be made. It was agreed that the Cricket Club’s committee will liaise with the Clerk nearer the time.

**616/18 Community Play Centre**

1. Cllr Mrs Clark reported that she had checked the lease and defined the boundary. The CPC is desperately short of space and any new extension would be towards the school. The final decision will need to be made by Full Council. Item to be referred to the Planning Committee for continuance.

 2. Cllr Rogers’ appointment as WPC Trustee for CPC was recorded.

**617/18 Sub Committee reports**

 1. Green matters

 1. Cllr Mrs Clark had nothing to report.

2. The email of 26 October 2018 from Mr Karl Roberts regarding ADC’s Green Infrastructure Master Plan was noted. Cllr Ratcliffe reported that a full report had been circulated earlier in the day. Cllr Mrs Clark asked that this item be referred to the Planning Committee.

 2. WalBinFont 2019

The meeting agreed that, considering the Cricket Club’s anniversary event in June, no event will be organised by WPC this year and Walbinfont weekend will be held over to 2020.

**618/18 Environment**

1. Mark Wardle, Environment Consultant, presented a report supported by slides. He highlighted several issues relating to trees, hedging and benches, none of which need to be urgently addressed. He will prepare a list of work to done for consideration.

 2. Cllr Mrs English had nothing to report on Op Watershed. The situation continues to be monitored.

3. The Clerk was asked to email Ben Whiffin at WSCC Highways regarding flooding in Eastergate Lane to ask him to direct it to the correct person in WSCC who deals with such issues.

**619/18 Walberton Task Force**

1. Mr Peter Brown has submitted a report. The Task Force will be carrying out annual maintenance of the ditch alongside Scotland Lane. 200 free tree plants have been ordered for Jubilee Wood. A small group is being set up to review the condition and adequacy of the public rights of way network. The Green Committee was considering necessary work to the landscaped areas around the Village Hall and suggested that this winter would be a good time to do it.

2. The Clerk reported that Pro-Forest had completed mowing and brush cutting at Jubilee Wood as per their quote.

3. Peter Brown thanked WPC for its assistance with mowing at Jubilee Wood. Pro-Forest had quoted a further £210 for spraying around each planted tree in April next year to assist tree growth. Mark Wardle guarded against spraying herbicide around the trees. The meeting agreed that any funding would come from next year’s budget.

**620/18 Community resilience**

 1. The Clerk had nothing to report.

2. The Clerk reported that the defibrillator pads had been replaced. Cllr Mrs Clark asked that Dan Mole is sent an email of thanks for looking after the defibrillator in Fontwell.

**621/18 Sussex Police**

Cllr Mrs English reported that a van was broken into on 3 November 2018 in Arundel Road, Fontwell and a carpet cleaner stolen. On 12 November a building site was entered in Arundel Road, Fontwell and a diesel generator and mitre saw were stolen. On 25 November a vehicle was entered in Slindon Wood - nothing was stolen. Overnight on 25 November two shipping containers were entered in Lake Lane, Barnham and four high-value tractors were stolen.

**622/18 Pavilion maintenance**

Cllr Mrs Clark reported that the new chairs had been received. Disappointedly some already had paint on them. The Clerk had emailed Pavilion users about this.

The cubs will be asked to use the noticeboard at the far end of the Pavilion and the Cricket Club asked to replace their noticeboard.

The meeting agreed that the choice of the colour fossil for the new Pavilion flooring as a good one. A painting day has been agreed for Saturday 9 February 2019. Skirting to be done in dark blue. Reflooring or painting the ladies’ toilet was considered.

Cllr Mrs Clark reported that income from the Pavilion was £1000 over expectations, leaving £3500 in the Pavilion budget. She had enquired about replacement Pavilion curtains and initial costing was between £2500 and £3000 including tracking and fitting. A quote will be presented to the planning committee for approval.

The Clerk reported on the necessary repairs to the roof of the outside shed and that steps are being taken to reduce the opportunities of children getting access.

The Clerk reported that the Pavilion’s electrical installation had been inspected and was assessed as satisfactory. It was recommended that distribution boards be upgraded to current regulations. An estimate for this work £2112.00 including VAT which, if approved, would come out of next year’s budget.

 Cllr Ratcliffe reported that some of the wooden facia of the Pavilion is in a poor state.

**623/18 Post Office Outreach Service**

Cllr Mrs Clark reported that the post office service was well used, and that Tracey was grateful for assistance over the Christmas period. Possible new opening time 9am to 12pm to be confirmed.

**624/18 Technology**

Cllr Mrs Clark suggested that this item be renamed Website and Associated services. She reported that the website was up to date and well used, although a few bits need doing. Cllr Ratcliffe said that SharePoint should be used for Neighbourhood Plan documents.

**625/18 Playing field / carpark**

1. The Clerk reported on damage to one of the picnic tables. Arrangements will be made for Goodwood Workshop to affect a repair in the new year.

2. The Clerk reported that Shayne Miller had request permission to use the village car park between 5.30pm and 7pm on Thursdays, to sell fish and chips from a van. His proposal was discussed.

 Resolved: Permission granted.

3. The Clerk reported that he had asked John Bentley to quote for trimming the top of the hedging on the east side of the playing field and attend to the tree behind the Pavilion.

**626/18 Village Green**

 1. The Clerk reported on the work completed by Perfect Petals.

2. Further damage to the fence and rail round the Green was noted. The Clerk reported that he had received one quote of £145.00 for repair, which he would accept.

3. The Clerk reported that Richard May had proposed that the rear area of the village green be cut one a month in the growing season to give a far better appearance. The Clerk to follow up.

**627/18 Play area**

 The Clerk reported that the recent inspection of the play area had not identified any new problems.

**628/18 Allotments**

 No report received.

**629/18 Village Hall**

1. Sue Cox had submitted a report in which she thanked WPC for its support on Bonfire Night. Fund raising is going well and that hall bookings have increased. Open Gardens is looking hopeful with a team of volunteers which includes some new people.

 2. The firework and bonfire night was deemed a success

**630/18 Rights of Way**

Mr Peter Brown reported that a small group is being set up to review the condition and adequacy of the public rights of way network.

**631/18 Quotes / payments**

 The meeting approved payment of ten cheques (471-480) as per a draft list prepared by the Clerk.

**632/18 Correspondence**

Mr Peter Rolt has offered a team of volunteers from Walberton Place Care Home to assist in local projects, which might include repainting of the Pavilion. He is keen to show the willingness of the home to be involved in local community social responsibility.

**633/18 Any other business**

Cllr Mrs Clark that Arun District Council has confirmed that all local Green Spaces in Schedule 4 of the Neighbourhood Plan are in place and legal.

**634/18 Date of next meeting**

The date of the next meeting will be on Tuesday 12 February 2019. The following meeting will be on Tuesday 9 April 2019.

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

 Chair