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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 21 APRIL 2021, HAVING BEEN MOVED FROM 13 APRIL OWING TO A PERIOD OF NATIONMAL MOURNING.**

**168/21 Record of attendance and apologies**

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

Apologies: None.

Absent; Cllrs McElvogue and Fisher.

Also in attendance was Cllr Roberts (ADC), three candidates for the forthcoming WSCC elections and five members of the public.

Cllr Mrs Clark said that the meeting of 13 April 2021 had been moved owing to the passing of HRH Duke of Edinburgh on 9 April. The thoughts of the Parish Council are with the Royal Family at this time. The agenda for the meeting remains the same.

**169/21 Declarations of interest in items on the agenda**

Cllr Ttimus declared a personal interest in item 24.

**170/21 Confirmation of minutes**

The minutes of the Full Council Meeting of 2 February 2021 and Extraordinary Full Parish Council Meeting of the Parish Council of 9 March 2021 were confirmed as being a true record of the business conducted.

**171/21** **To receive reports from Arun District Council**

Cllr Roberts reported that councillors are in Purdah at the moment, but that pressure has been put on council officers to write to Highways England to ask them to correct their wrong statements attributed to Arun District Council.  That letter has now been sent by the CEO.

**172/21** **To receive a report from West Sussex County Council**

No report received.

**173/21** **Public questions (max 15 minutes)**

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

**174/21 A27 presentations.**

Cllr Mrs Clark welcomed three WSCC candidates for Fontwell Ward Division at the 6 May 2021 elections to the meeting. They were Paul Ayling (Green Party), Trevor Bence (Conservative Party) and Jane Mote (Labour Party). Invitations had been extended to Jeannie Dunning (The For Britain Movement) – decline, and Sarah WELCH (Trade Unionist & Socialist Coalition) – no response.

Each candidate gave a short presentation on their views of the proposed A27 Arundel Bypass, following which councillors asked a number of questions.

**175/21** **Update on items agreed at last meeting**

The clerk updated the meeting on the two items as per the agenda.

**176/21 Coronavirus update**

Cllr Mrs Clark reported that, following the recent relaxation of Covid restrictions The Holly Tree is open part-time and The Black Horse will open on 19 May. The Parish Office is now open as usual Tuesday and Thursday morning. The playing field and the pond and village green are being well used.

Cllr Mrs Clark suggested that Pavilion tables and chairs are placed outside 1030am – 1130am to allow people to meet in a covid secure setting. This was approved.

**177/21 Planning Committee**

1. Cllr Ratcliffe commended the draft minutes of Planning Committee meeting of 2 March 2021 (previously circulated) and the date of the next meeting on 4 May 2021 was noted.

2. No councillor questions were asked.

**178/21 General Purposes Committee**

1. Cllr Mrs Clark commended the draft minutes of the General Purposes Committee of 9 March 2021 (previously circulated), and the date of the next meeting on 27 April 2021 was noted.

2. No councillor questions were asked.

**179/21 Finance & Legal Committee**

1. Cllr Rogers commended the draft minutes of the of the Finance & Legal Committee of 6 April 2021 (previously circulated) and thanked the Clerk for producing the end of year accounts in time. The date of the next meeting on 6 July 2021 was noted.

2. No councillor questions were asked.

**180/21 Budget**

Cllr Rogers reported on the budget for the end of the financial year 2020/21, and that only 70.4% of the budgeted gross expenditure was spent. The extraordinary situation with Covid has led to an under- spend in many areas, as well as a welcome un-budgeted source of income. The budget for next year will be more or less the same.

**181/21 SSALC / WSALC**

It was noted that SSLAC ceased business on 31 March 2021 and that the service for council provision was taken over by WASLC from 1 April 2021. Trevor Leggo has been appointed CEO and training provision will be provided by Mulberry & Co.

**182/21 Council meetings**

1. Consideration was given to the format of council meetings after 7 May 2021 in the light of no extension in government legislation on the holding of online meetings. The Clerk agreed to establish whether this applied to Full Council meetings only or to Committee meetings as well

2. Consideration was given whether to continue to subscribe to Zoom for online meetings. The meeting agreed that Zoom meetings were working well and meetings online with Teams has caused some difficulties.

Resolved: To continue to subscribe to Zoom for online meetings until further notice.

**183/21 Policies / Business plan**

1. The following reviewed policies as recommended for adoption by the Finance & Legal Committee:-

1. Business Plan

2. Reserves Policy

3. Investment Policy

Resolved: To adopt the above policies as recommended by the Finance & Legal Committee.

2. The Business Activity Plan was reviewed. The completion of the carpark re-lining was noted.

**184/21 Code of Conduct**

The meeting considered the revised new Members Code of Conduct (previously circulated) for adoption as recommended by Arun District Council.

Resolved: To adopt the new Members Code of Conduct.

**185/21 A 27 Arundel Bypass**

1. Cllr Ratcliffe reported that during the last month the Council participated in the A27 Elected Representatives Forum which provided a useful opportunity to question members of Highways England (HE) and their subcontractors on the scheme. A new meeting has been scheduled with HE on 28 April when the focus will be on the mitigation list that is currently being prepared. He reminded the Council that they had a dual strategy to firstly stop the Grey route but, if it does go ahead, to mitigate to minimise the impact on the villages.

2. Written responses to the last meeting and questions with HE was noted.

3. HE’s Environmental Impact Assessment Scoping Report response was issued earlier in the day. Its 180 pages would need studying in detail.

**186/21 Community Resilience including Climate Change and Flooding**

Cllr Skillicorn reported that he has prepared a draft Community Resilience Plan which be will be circulating this week.

**187/21 To receive additional reports**

1. Walberton Task Force

Cllr Rogers reported that some work had been done at The Pound.

2. Village Hall

Cllr Mrs Shackleton reported that the hall will reopen on 17 May, with some regular groups returning. Open Gardens is planned for 5 September and Bonfire Night for 7 November. The AGM will be held on 27 May

3. Community Play Centre

Cllr Rogers reported that the Covid pandemic had changed patterns of use at the premises and the Pavilion. Demand is likely to continue post-lockdown. The CPC remains fully staffed, popular and over- subscribed.

4. Allotments

Cllr Rogers reported that there are three new tenants, all from the Parish. A proposed rent increase was implemented tom cover the landlord’s rent and for fence repair / replacement. The association has seen the rent rise from £504 in 2012-13 to the current level, which represents an 88.5% over a 10-year period. He questioned when the rate of increase would stop.

5. Walberton & Binsted CofE School

Cllr Mrs Shackleton had nothing to report.

6. Police Liaison

The Clerk had received an email from the local PCSO, Carline Wilson. She reported on a stolen vehicle and trailer, a suspicious vehicle and some minor anti-social behaviour at the playing field.

7. Neighbourhood Plan

Cllr Ratcliffe reported that the referendum is on 6 May. Posters have been displayed around the villages encouraging people to vote.

8. Communications – web site, emails, social media

Cllr Vawer reported that HE’s Scoping Report has been published on the website. The last Resident’s Email was sent out on 2 April . There are currently 452 subscribers. Increased use of the Walbinfont Facebook has been noted, with 1043 followers currently. He has confirmed with Sussex Local that WPC is happy to continue to submit a 300-word article rather than publishers using exacts from published meeting minutes. An initial draft has been prepared for this month’s Parish News.

9. WalBinFont

Cllr Mrs Shackleton reported that the majority view of councillors is that the WalBinFont weekend in July should go ahead. She is no longer able to participate its organising but will pass on existing contacts details etc.

**188/21 Annual Sec 137 grant awards**

The Clerk recommended that the date for inviting grant applications to be delayed until community groups have had the opportunity to get together following the proposed relaxation of Covid restrictions in June. He suggested that late summer would be appropriate, which would give groups time to consider what they required.

Resolved: To invite applications for council grants in August 2021.

**189/21 Councillor training**

The new training programme offered by Mulberry & Co was noted. It was agreed that all councillor requests to attend a training session be made through the Clerk.

**190/21 Arun District Council parish briefings**

Cllr Mrs Clark reported that there had been no briefings since the last Council meeting.

**191/21 Fontwell land transfer – Fontwell Meadows**

Cllr Vawer reported that Chris Harris is no longer working for Dandara. The site was served with a temporary stop work notice by 9 Aril 2021 by ADC. The land transfer is going.

**192/21 Annual Meeting of the Parish**

The Clerk reported that ten requests had been received from residents on the electoral roll to postpone the date of the AMP from 18 May owing to covid restrictions. The meeting agreed a date of Monday 28 June 2021 at the Village Hall.

**193/21 Staff matters**

Members of the public were excluded from this item. The Clerk reported that the Finance & Legal Committee had recommended an increase in pay for the Pavilion cleaner. It was proposed that the pay increased be awarded. The motion was put to a vote by way of a show hand and was carried.

Resolved: To award the Pavilion cleaner an increase in pay as recommended by the Finance & Legal Committee.

**194/21 Correspondence received**

Variouscorrespondence relating to the A27 Grey route was noted.

**195/21 To approve quotes and payments**

1. The Clerk had previously circulated the payment list from 1 February 2021 to 31 March 2021.

Resolved: To approve all payments.

2. The Clerk presented a draft payment list of five payments for authorisation.

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

**196/21 Any other business**

Cllr Ratcliffe reported that the application for faster broadband for residents in Walberton on the Yapton exchange was now submitted, and a firm offer from Openreach was awaited but would take many weeks. A new campaign would be needed to encourage residents to pledge support under the new grant scheme that will pay for the upgrade. The application for Fontwell on the Eastergate exchange handled by Cllr Titmus is also awaiting a firm offer following an earlier submission. Binsted already has faster broadband.

**197/21 Date of next meeting**

The date of the next meeting (Annual Parish Council Meeting) was confirmed as 6.00pm in the Pavilion Tuesday 25 May 2021.

There being no other business, the meeting closed at 8.41pm.

Signed…………………………………………….(Chair) Date………………………………………….