



WALBERTON PARISH COUNCIL INCLUDING FONTWELL AND BINSTED

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DRAFT – NOT YET CONFIRMED

MINUTES OF THE WALBERTON PARISH COUNCIL FINANCE & LEGAL COMMITTEE HELD IN THE PAVILION AT 7.15pm ON TUESDAY 16 APRIL 2024.

1. Record of attendance and apologies

167/24 In attendance: Cllrs Vawer, Titmus, and McElvogue.
Apologies: Cllr McAuliffe.
C Stevens – Clerk.

2. Declarations of interest in items on the agenda

168/24 Cllr McElvogue declared a pecuniary interest in agenda item 10 - Avisford Grange Tennis Courts.

3. Confirmation of minutes

169/24 The minutes of the Finance & Legal Committee meeting of 9 January 2024 were confirmed as being a true record of the business conducted.

4. Matters arising

170/24 None.

5. Finances

171/24 1. The Clerk circulated the current financial position on:

- Public Sector Deposit Fund
- Reserves
- Bank accounts
- VAT refund

6. Budget

172/24 The budget for 2023/2024 was viewed. It was noted that spending for the year was within the budgeted amount and that reserves held are within the recommended levels of anticipated expenditure.

7. Annual audit

173/24 The clerk confirmed that she has been in touch with the internal auditor and is preparing the relevant documents for them to carry out the audit.

8. Legal matters

174/24 Nothing to report.

9. Fontwell Meadows Community Building

175/24 It was confirmed that there was a good turnout at the opening of the centre, including MP Griffith. More supplies are required for the centre. Cllr Titmus presented the draft CIO document for review.

10. Avisford Grange Tennis Courts

176/24 Tender application acceptance ratification agreed, carried unanimously by vote.

11. Policies/Business plan

177/24 No policies for review. Some business plan projects are nearing completion, nothing new to add until these items are completed.

12. Cycle Path

178/24 There is an upcoming meeting with an architect and a specialist to look at possible options and to then move forward with some graphic representations to put to the stakeholders for consultation.

13. Staff matters

179/24 Clerk is to confirm either opting in or opting out of pension. WPC agreed that probationary period has been passed satisfactorily and agreed to move clerk up 1 pay scale.

14. Correspondence

180/24 None.

15. Quotes and payments

181/24 The clerk presented a list of 10 payments for retrospective authorisation. All 10 payments were authorised. The clerk presented 1 quote for sanitary waste disposal within The Pavilion. This quote was approved. A further quote will be required once the Fontwell Centre is up and running.

16. Any other business

182/24 None.

17. Date of next meeting

183/24 The date of the next meeting was confirmed as 7.15pm Tuesday 30 July 2024.

There being no other business the meeting closed at 8.37pm.

Signed.....

Chair

Date.....