



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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DRAFT – NOT YET CONFIRMED

**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL HELD IN THE PAVILION
AT 7.15pm ON TUESDAY 5 MARCH 2024.**

1. Record of attendance and apologies

95/24 In attendance: Cllrs Vawer (Chair), Hewson, McElvogue and McAuliffe.

Apologies: Cllr Bence

C Stevens – Clerk.

Four members of the public present.

2. Declarations of interest in items on the agenda

96/24 Cllr Hewson – declared a personal interest in agenda item 14.

Cllr McAuliffe – declared a personal interest in agenda item 6.

3. Confirmation of minutes

97/24 An amendment of the date of the Extraordinary Council meeting of which minutes were to be confirmed was proposed to correct it to the 8 February 2024. Motion was carried. The minutes of the Full Council meeting of 16 January 2024 and the Extraordinary meeting of 8 February 2024 were confirmed as being true records of the business conducted.

4. Matters arising

98/24 None.

5. To receive a report from West Sussex County Council

99/24 No report received from Cllr Bence.

6. To receive reports from Arun District Council

100/24 Cllr McAuliffe reported on various grounds on which Arun are refusing planning applications, whether they are then appealed and allowed remains to be seen. Cllr McAuliffe also reported that he had been in direct contact with West Sussex County Council in relation to the planned closure of Eastergate Lane, for 5 weeks, while Barnham Lane remains closed and confirmed that they are postponing the Eastergate Lane closure until such time that Barnham Lane is open again. Also an issue with developer at Moorlands where they were creating an access road encroaching on land held by another landowner. The issue has now been rectified and the developer and landowner are in talks.

7. Public questions (max 15 minutes)

101/24 A member of the public spoke about flood risk management and asked if WPC (Walberton Parish Council) were aware of a specific Environment Agency document. The council had very recently become aware of it.

A member of the public spoke about options for cycle improvements, namely along West Walberton Lane, and presented WPC with some ideas and asked if they would support them. This is ongoing for WPC and all options are being looked at.

A member of the public commented that the SID does work and that the flash encourages people to slow down, the question was then asked as to when data would be seen? There is a community laptop available and the plan is for the Speedwatch team to download data when SID is moved. It will then be made public.

A member of the public asked when the National Trust land [Fontwell Field] will be developed? No dates have been given yet, but investigative works have started.

A member of the public asked why Council Tax has increased by 25%. Increased costs have affected all people and organisations, including the work of WPC. There have been no increases in council tax over recent years by WPC and we are still below that of neighbouring parishes.

8. Planning Committee

- 102/24** a. Cllr Vawer commended the draft minutes of the Planning Committee 6 February 2024 (previously circulated). The date of the next meeting on 26 March 2024 was noted.
b. There were no councillor questions.

9. General Purposes Committee

- 103/24** a. Cllr Vawer commended the minutes of the General Purposes Committee meeting of 30 January 2024 (previously circulated). The date of the next meeting on 19 March 2024 was noted.
b. There were no councillor questions.

10. Finance & Legal Committee

- 104/24** a. Cllr Vawer commended the draft minutes of the Finance & Legal Committee meeting of 9 January 2024 (previously circulated). The date of the next meeting on 16 April 2024 was noted.
b. There were no councillor questions.

11. A27 Arundel Bypass

- 105/24** a. Confirm letters - Minor grammatical amendments were made to both letters.
Resolved: Letters are correct and are to be sent to the relevant parties.
b. Confirm who to send to - Resolved: Clerk is to forward both letters to the barrister with instructions on who to send to.

12. Councillors

- 106/24** A discussion was had around people who are interested in potentially becoming Councillors. Currently 6 of the 9 seats are filled.
Resolved: Clerk to contact, again, interested people to progress further.

13. Policies

- 107/24** All 4 policies were reviewed as per the agenda.
Resolved: No updates required, confirm policies remain as they are.

14. Fontwell Meadows

- 108/24** Dandara handed over keys and ownership of The Ball's Hut Community Centre and a provisional date has been set of Saturday 13 April for a celebratory opening with the Parish invited.
a. Consider further interested parties – the 3 main preschool applications were discussed.
Resolved: A vote was taken, by a show of hands, Aldingbourne Preschool was the preferred option as it allowed for more flexibility for other users of the hall, which is there for the whole community. Clerk is to contact all 3 preschools to let them know the outcome.
b. Rates for hire - There was a discussion around what the rates of hire should be set at.
Resolved: To set 2 rates, one for commercial hire and one, with a 50% reduction, for community not for profit groups.
c. CIO - Cllr Titmus was not present so no update was given. This needs to be finalised so that payments for hiring the hall can start.
d. Hall management – there was a discussion about how best to manage the hire of the hall.
Resolved: It was agreed that regular users would be allowed to be key holders with the instigation of a signed document and deposit to stipulate rules of hire and key holder responsibilities.

- e. Allotments – Locks are needed for the Fontwell allotment gate and shed; these will be provided. Rates need to be set, ideally comparable to Walberton's.
- f. Bins – Fontwell's dog waste bins need to be added to Arun collections, there will be an annual charge for this.

Resolved: Complete agreement with Arun to confirm emptying will continue regularly.

15. Business activity/Infrastructure Projects – CIL Funding

109/24 Nothing to update.

16. Additional Reports

- 110/24**
- a. Walberton Allotments – further information is required before allotment rates can be set. Clerk is to look out all relevant information and see what other local allotment rates are set at. This will also then link to the Fontwell Meadows allotments.
 - b. Local transport infrastructure – to be renamed Local transport. There is still a need for some sort of community bus service. Cllr McAuliffe is going to investigate what vehicles there are and how much they would cost. Slindon run a community bus, separate to the Parish Council, and we have been given their contact details in order that we may speak with them to gather relevant information.
 - c. Village Hall – nothing to report.
 - d. Walberton & Binsted CofE School – Cllrs Hewson presented a report after a meeting with the Headteacher. He highlighted her concerns over the lack of barrier between the school grounds and the new tennis courts and this is to be investigated. He also confirmed she will send some date suggestions for careers day interview for Cllrs to attend.
 - e. Police Liaison – no report was received.
 - f. Communications – website, emails & social media – Cllr Vawer gave a brief run-down of postings on social media along with newsletters sent via email. Website work to migrate to a new provider is continuing. Cllr McElvogue suggested starting a YouTube channel to promote the Parish.

17. Staff Matters

- 111/24** Update on Clerk training – Clerk confirmed she has completed the ILCA (Introduction to Local Council Administration) course and has participated in 2 further training courses 1 specifically to help with the end of year external audit which is a statutory requirement.

18. Correspondence

- 112/24** The letter from Andrew Griffith MP was noted and discussed, agreed to pass it on to the Parish residents for their information. Agree to invite Andrew Griffith to open The Ball's Hut.
- An email was received from the Chair of the Walberton Allotment Association reiterating the problems they have been having, for some time, with parking at the allotments on grass and very soft ground which has resulted in some vehicles getting stuck. The landowner had mentioned they would install some hard standing for parking, but this did not happen. Suggested that WPC contact the landowner to find out what, if anything, they intend to do and/or if they would consider selling the land to WPC to enable WPC to take over management.
- Multiple emails have been exchanged with a resident over the development off Tye Lane and the fact that multiple large delivery vehicles are accessing the site from the south which they should not be. Cllr McAuliffe is in contact with the site manager and a plan has been implemented to try and stop this. Residents are encouraged to continue to report vehicles accessing from the south, including what company they are from in order that these issues can be addressed effectively.

19. To approve quotes and payments

- 113/24** The clerk presented a list of 6 payments for retrospective authorisation.
- Resolved: Authorise all 6 payments retrospectively.

20. Any other business

- 114/24** The bulbs at Blacksmiths corner are coming through well, but no sign of the grass. Suggested to contact the company who laid it to ask for more seed to be laid.
- Cllr McAuliffe noted he may step down in May.

Do the village hall have a picture of the monarch? If yes, we can order one for them if they would like to update it.

21. Date of next ordinary meeting of the Parish Council.

115/24 The date of the next meeting was confirmed as 7.15pm Tuesday 7 May 2024.

There being no other business the meeting closed at 9.13pm

Signed.....

Chair

Date.....