|  |  |
| --- | --- |
| Logo  Description automatically generated with low confidence | **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 IN THE PAVILION**

**AT 7.00pm ON TUESDAY 7 SEPTEMBER 2021.**

**432/21 Record of attendance and apologies**

In attendance: Cllrs Ratcliffe (Chair) Vawer, Skillicorn, Titmus and McAuliffe.

A Peppler – Clerk.

Apologies: Apologies were received from Cllrs Mrs Clark and McElvogue.

**433/21 Declarations of interest in items on the agenda**

Cllr Skillicorn declared a personal interest in one Sec 137 Grant application at item 22.

**434/21 Confirmation of minutes**

The minutes of the Full Council Meeting of 6 July 2021 were confirmed as being a true record of the business conducted.

**435/21 Councillor vacancy**

To consider application received. Cllr Ratcliffe reported that Mr Sam Wicks had applied and met with councillors. Mr Wicks was present and confirmed that was willing to stand for co-option. Cllr Skillicorn proposed that Mr Wicks be co-opted as a councillor, seconded by Cllr Vawer. The matter was put to the vote by a show of hands and was carried.

Resolved: To appoint Mr Wicks as a co-opted councillor.

Cllr Wicks signed the acceptance of office form and joined the meeting.

**436/21 Police Liaison**

As PCSO Caroline Wilson was in attendance and she was on duty, this item was moved from item 18.6. PCSO Wilson referred to her report previously circulated and specifically to the theft of two catalytic converters in The Strret, theft of some protection mats from a building site in Yapton Lane, theft of a Landover from Brittens Lane and damage to an electric fence in Copse Lane. She asked that any information regarding pony and trap racing on the A27 or the antisocial use of electric motorbikes be reported.

**437/21** **To receive reports from Arun District Council**

Apologies were received from Cllrs Roberts and Mrs Catterson.

**438/21** **To receive a report from West Sussex County Council**

Cllr Bence was present. He outlined work he is doing in relation to Highways England’s proposed Grey route for the A27 Arundel Bypass. A discussion took place regarding the consultation process and recent ERF meetings.

**439/21** **Public questions (max 15 minutes)**

No members of the public were present.

**440/21** **Committee vacancies**

Current vacancies on council committees were considered.:

* Resolved: Cllr Wicks be appointed to Planning and General Purposes.
* Resolved: Cllr McAuliffe be appointed to General Purposes and Finance & Legal.
* Resolved: to hold the appointment of Trustee to Community Centre @ until next meeting.
* Resolved: Cllr Ratcliffe to take the lead for Allotments and Task Force.

**441/21 Planning Committee**

1. Cllr Vawer commended the draft minutes of Planning Committee meetings of 10 August 2021 (previously circulated). Ford ERF has another round of consultation, a comment was filed under the Sunny Corner reserved matters application, and a response to the WSCC Transport Plan is being considered. The date of the next meeting on 21 September 2021 was noted.

2. There were no councillor questions.

**442/21 General Purposes Committee**

1. Cllr Titmus commended the draft minutes of the General Purposes Committee of 17 August 2021 (previously circulated). He said that Open Reach have reported that the Eastergate application for the Community Broadband FTTP is still pending. The date of the next meeting on 5 October 2021 was noted.

2. There were no councillor questions.

**443/21 Finance & Legal Committee**

1. Cllr Ratcliffe has nothing to report since the previous meeting. The date of the next meeting on 12 October 2021 was noted,

2. Consideration was given to Cllr Skillicorn replacing ex-councillor Rogers as a bank signatory.

Resolved: Cllr Skillicorn approved as a bank signatory

3. There were no councillor questions.

**444/21 Policies**

There were no policies to review.

**445/21 Business activity**

Recent updates to the business activity sheet were noted.

**446/21 A 27 Arundel Bypass**

Update was given and discussed at minute 438/21.

**447/21** **Annual Meeting of the Parish**

The Clerk reported that the agenda has been published and will circulate the agenda to members tomorrow. Cllr Ratcliffe reported that the plans are in place and a good turnout from residents is anticipated.

**448/21 Parish Online**

To consider approval of £70 towards ADALC Parish Online licence.

Resolved: To approve £70 towards the ADALC Parish Online licence.

**449/21 Community Resilience including Climate Change and Flooding**

Cllr Skillicorn reported that he has prepared a draft community resilience plan which he will circulate shortly.

**450/21 To receive additional reports**

1. Walberton Task Force

Cllr Ratcliffe referred to a previously circulated report from Mr Peter Brown which he says that, in its current format, the Task Force has run its course. It was agreed that WPC would look to the community for input.

2. Village Hall

Cllr Titmus referred to his previously circulated report. The Open Gardens day was a success, booking for events are increasing, and the Trustees are considering the revisions to the trust deed to update some of the provisions.

3. Community Play Centre

No report.

4. Allotments

Cllr Ratcliffe reported that the plots are fully subscribed and that a new fence is needed.

5. Walberton & Binsted CofE School

Cllr Skillicorn reported that he has a meeting with the Headteacher shortly.

6. Police Liaison

See minute 436/21.

7. Neighbourhood Plan

Cllr Ratcliffe reported that the NP had been ‘made’ by Arun District Council and Southdowns National Park in July. This item can be taken off as a standing agenda item.

8. Communications – web site, emails, social media

Cllr Vawer reported that the latest email was sent on 1 September 2021. The article for the for the Parish News is due by 17 September and he is taking submissions for the next email. He hopes to be able to give more time to Communications now that the schools are back.

9. WalBinFont

On behalf of Cllr Mrs Clark, the Clerk had nothing further to report. The music night is scheduled for July 2022, and a working party will need to be set up later in the year.

**451/21 Arun District Council parish briefings**

None.

**452/21 Fontwell land transfer – Fontwell Meadows**

Cllr Ratcliffe reported that confirmation is still awaited regarding endeavours  to ‘procure’ the land title is not subject to any charges.

**453/21 Traffic calming**

Cllr McElvogue was not present to report.

**454/21 Sec 137 Grant Awards 2020**

The meeting considered twelve Sec 137 Grant applications as per a list prepared by the Clerk. It was proposed to approve eleven applications, with one being deferred for further information.

Resolved: To approve eleven Sec 137 Grant applications as per the list at a total of £4602.98

**455/21 Parish magazine**

It was agreed to draft an article to promote sport facilities for the next issue by 17 September 2021.

**456/21 Litter / ground maintenance – Fontwell**

This item was referred to the General Purposes Committee to consider.

**457/21 Councillor training**

The circulation of Mulberry & Co training programme for local councils was noted.

**458/21 Staff matters**

The Clerk reported that he had recently spoken with the Pavilion cleaner, and that the groundsman had emailed to say he had Covid.

**459/21 Correspondence received**

Variouscorrespondence relating to the A27 Grey route noted.

**460/21 To approve quotes and payments**

1. A quote from Goodwood Workshop for £170 to repair bench on village green was considered.

Resolved: To accept the quote.

2. The Clerk had previously circulated the payment list from 1 April to 30 June 2021.

3. The Clerk presented a draft payment list of seven payments for authorisation.

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

**461/21 Any other business**

Cllr Vawer asked whether the quotes and payment powers delegated to the Clerk at the start of the covid pandemic should be reviewed. To be referred to the Finance & Legal Committee.

Cllr Ratcliffe commented on the lack of cutlery in the kitchen. The Clerk will purchase some more.,

**462/21 Date of next meeting**

To confirm the date of the next meeting as 7.00pm Tuesday 9 November 2021.

There being no other business, the meeting closed at 9.00pm

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

Chair