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| 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 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 WALBERTON PARISH COUNCIL HELD IN THE PAVILION AT 7.00pm ON TUESDAY 9 NOVEMBER 2021.**

**533/21 Record of attendance and apologies**

 In attendance: Cllrs Mrs Clark (Chair), Vawer, McElvogue, Ratcliffe, Wicks, McAuliffe, Skillicorn, and Titmus (all present).

 A Peppler – Clerk.

 Apologies: WSCC Cllr Bence.

 Cllr Mrs Clark welcomed ADC Cllr Ms Catterson, and Mr Hewson who has expressed an interest in becoming a councillor.

**534/21 Declarations of interest in items on the agenda**

 Cllr Titmus declared a personal interest in agenda item 20 (Fontwell Meadows).

**535/21 Confirmation of minutes**

 The minutes of the Full Council Meeting of 7 September 2021 and Extraordinary Full Council Meeting of 12 October 2021 were confirmed as being a true record of the business conducted.

**536/21 Councillor vacancy**

 Cllr Mrs Clark reported there had been one expression of interest. Mr Hewson said that he would like to attend this meeting and next week’s General Purposes Committee meeting and will confirm before the next Full Council meeting whether he wishes to continue to stand for co-option. Mr Hewson agreed this was correct.

**537/12 To receive reports from Arun District Council**

Cllr Ms Catterson updated the meeting that ADC is working towards being carbon neutral by 2050. Housing stock is not currently being looked at. On the Tye Lane access, WPC has the support of Arun members against the Planning Officer’s recommendation. There is a Full Council meeting tomorrow.

 Cllr Ms Catterson answered several questions for councillors.

**538/21 To receive a report from West Sussex County Council**

 Apologies had been received from Cllr Bence. He is continuing to work with WPC on the A27 statement of community involvement.

**539/12 Public questions (max 15 minutes)**

 There were no questions from members of the public.

**540/21 Planning Committee**

 1. Cllr Vawer commended the minutes of the Planning Committee meeting of 21 September and the draft minutes of the Planning Committee meeting of 2 November 2021 (previously circulated). He highlighted application objections and compliance issues. The date of the next meeting on 25 January 2022 was noted.

2. There were no councillor questions.

**541/21 General Purposes Committee**

 1. Cllr Titmus commended the draft minutes of the General Purposes Committee of 5 October 2021 (previously circulated), and the date of the next meeting on 16 November 2021 was noted.

 2. There were no councillor questions.

**542/21 Finance & Legal Committee**

 1. Cllr Ratcliffe commended the draft minutes of the Finance & Legal Committee meeting of 12 October 20231 and the date of the next meeting on 18 January 2022 was noted.

 2. ADC’s wish to be informed of precept requirement for 2022/23 by 28 January 2022 was noted.

 3. There were no councillor questions.

**543/21 Playcentre trustee**

 Cllr Mrs Clark proposed that, as a new councillor has not yet been co-opted to fill the Playcentre trustee vacancy, that it be held over to the next Full Council meeting.

 Resolved: To hold the current vacancy. The Clerk to write and enquire if in the meantime a parish councillor could attend meetings as an observer.

**544/21 Policies**

The below revised policies were considered adoption policies as recommended by the Financial & Legal Committee:

* Media & Communications policy
* Financial Regulations

Resolved: To adopt the revised Media & Communications policy and Financial Regulations.

**545/21 Business activity**

Recent updates to the business activity spreadsheet were noted**.**

**546/21 A 27 Arundel Bypass**

1. Cllr Mrs Clark reported that the statutory consultation starts on 11 January 2022 for eight weeks. National Highways has booked the Village Hall on 22 January for an exhibition. The council is arranging workshops for 11 and 12 February , and a public meeting on 19 February. The documents will be available for inspection by the public at the Baptist Church on Monday mornings, Wednesday afternoons and Saturday mornings during the consultation period. Publicity will need to be carefully managed.

2. Recommendations from the Planning Committee of 2 November 2021 were considered for approval.

Resolved­: To approve asking for further barrister advice regarding the proposed Tye Lane access, and the press release to Chichester and Bognor Observers and Littlehampton Gazette.

**547/21** **Annual Meeting of the Parish**

Cllr Mrs Clark reported that the meeting was ‘quality, not quantity’. There were some interesting and lively discussions. Several questions were asked of ADC Cllr Grant Roberts.

**548/21 Community Resilience including Climate Change and Flooding**

Cllr Skillicorn reported that he is continuing to work on his Community Resilience Plan. Cllr McAuliffe agreed to lend support.

**549/21 To receive additional reports**

1. Walberton Task Force

Cllr Ratcliffe had nothing to report. Mr Peter Brown continues to look after the Pound.

2. Village Hall

Cllr Titmus reported on the success of last weekend’s firework and bonfire night. Takings were up 70% over 2019. Thanks go to the Village Hall Committee, staff, and volunteers.

Clerk to write to the Village Hall Committee.

 3. Community Play Centre

No report.

4. Allotments

Cllr Ratcliffe reported that things are quiet. The recent grant award was appreciated, and the fencing is being repaired.

5. Walberton & Binsted CofE School

Cllr Skillicorn reported that he has had an informal talk with the Headteacher and hopes to have a formal discussion before long.

6. Police Liaison

The Clerk referred to a report from PSCO Caroline Wilson. Sher reported on a break in to a shed where tools were stolen in Homefield Crescent, the theft of a large statue from a garden and two smashed car windows in The Street, and a deliberate fire in the waste bin by the Village Hall. She asked that any information regarding antisocial quad bike riding be passed to her.

7. Communications – web site, emails, social media

Cllr Vawer reported that Facebook has been busier. There has been discussion with the Highways Working Group regarding regular posts leading up to the A27 consultation. More information will need to be released soon. Some minor websites have been made. Email and Sussex Local went out on 1 November as planned. The article for the Parish Magazine is due by 17 November.

8. WalBinFont

Cllr Mrs Clark reported that the Walbinfont Music Night and weekend is booked for 16 and 17 July 2022. She has written to nearby parishes with these dates to ensure that local events don’t clash. She said that there will be the need to create a team shortly to coordinate the event.

**550/21 Arun District Council parish briefings**

Cllr Mrs Clark reported that none have taken place and it is not known when the next one will be.

**551/21 Fontwell land transfer – Fontwell Meadows**

1. Cllr Ratcliffe updated on the title deed and that the Land Registry is running twelve months behind. The licence for Dandara access to the land is ready to be signed. Having considered that risk is minimal the advice from solicitors is to go ahead with completion and signing of the licence to grant access.

 2. Cllr Mrs Clark proposed to approve signing by the chairman, vice chairman and clerk, the licence for Dandara to work on WPC land.

 Resolved: To approve (7 in favour: 1 abstention) signing by the chairman, vice chairman and clerk, the licence for Dandara to work on WPC land.

**552/21 Traffic calming**

 Cllr McElvogue referred to his recently circulated report. A discussion took place on traffic survey sites, 30mph roundel, Speed Indicator Devices (SID) and costings.

 Resolved: To conduct a second traffic survey at four identified sites, to have 30mph roundels at the start of each 30mph limit, and to commit not exceeding £8000 to installation of one or more SID’s.

**553/21 Sec 137 Grant Awards 2020**

A late application for a grant award from Walberton Gardening Club was considered.

 Resolved: To approve the application.

**554/21 Queen’s Platinum Jubilee**

 1. The date of the Queen’s Platinum Jubilee on 2 June 2022 and consider celebration events was noted. A discussion took place on potential celebration events on the playing field on 2 June 2022. Cllr Ratcliffe agreed to take the lead.

 2. Queen’s Canopy – plant a tree. To be refereed to General Purposes Committee.

**555/21 Remembrance Sunday 14 November 2021**

 1. The chairman’s attendance to lay Parish Council wreath in church was noted

 2. A donation of £50 to Royal British Legion was agreed.

 Resolved: To donate £50 to Royal British Legion.

**556/21 Litter / ground maintenance – Fontwell**

Cllr McAuliffe reported that a meeting has been arranged with ADC at 10.30am On Wednesday 17 November 2021. He has not had any contact regarding ground maintenance.

**557/21 Staff matters**

 None.

**558/21 Correspondence received**

1. Variouscorrespondence relating to the A27 Grey route were noted.

 2. A letter to the Chair and Clerk from Andrew Griffith MP lending support for electric vehicle charging point and the Youth Investment Fund was noted.

 3. A request for a memorial bench from Sarah Milburn was considered. This was agreed and to be referred to the General Purposes Committee to follow up.

**559/21 To approve quotes and payments**

 1. A quote from Perfect Petals for £350 to clean and maintain the village pond April to October was considered.

 Resolved: To accept the quote pending report from Cllr McAuliffe regarding great crested newts.

 2. The Clerk had previously circulated the payment list from 1 September to 31 October 2021.

 3. The Clerk. Presented a draft payment list of two payments for authorisation.

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

**560/21 Any other business**

 Cllr Mrs Clark reported that Arun is currently the highest of 37 in the area for corona virus. She recommended that members should have training on SharePoint, Parish Online, and the website. The Clerk was asked to arrange.

**561/21 Date of next meeting**

Cllr Mrs Clark reported that the date of the next meeting was the same as the start of the A27 statutory consultation period and this would give insufficient time for the council to respond to questions from the public. She proposed that the Finance & Legal meeting of 18 January be moved to 11 January 2022, and the Full Council meeting of 11 January be moved to 18 January 2022.

 Resolved: The Finance & Legal meeting to be held on 11 January 2022 and next Full Council meeting to be held on 18 January 2022.

 There being no other business the meeting closed at 9.05pm.

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

 Chair