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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**

**FULL COUNCIL MEETING HELD IN THE PAVILION AT 7.15PM ON TUESDAY 17 SEPTEMBER 2024**

**Minutes**

1. **Record of attendance and apologies**

380/24 In attendance: Cllrs Vawer (Chair), Higham, Hewson and McAuliffe (ADC)

2 members of the public were also in attendance

Clerk – S Turner

Apologies: Cllr Wells, McElvogue, Bence (WSCC), Penycate (ADC), Birch (ADC) and PSCO Wilson

1. **Declarations of interest in items on the agenda**

381/24 None

1. **Confirmation of minutes**

382/24 The minutes of the Full Council Meeting of 2nd July 2024 and the Extraordinary General Meeting of 3rd September 2024 were confirmed as being true records of the business conducted.

1. **Matters arising**

383/24 No matters were raised from the previous meeting.

1. **To receive a report from West Sussex County Council**

384/24 Cllr Bence was unable to attend the meeting. Cllr Vawer gave a brief update on the Parish Council’s request to WSCC’s flooding preventative maintenance as WSCC is the designated Local Lead Flood Authority. Cllr Vawer has requested information on what work has been carried out or scheduled so residents could be informed. Cllr Bence had replied indicating his support for proactive preventative maintenance.

1. **To receive reports from Arun District Council**

385/24 Cllr Carol Birch sent the following update in her absence.

The National Planning Policy Framework (NPPF) is open for consultation until September 24th. The outcome of this has potential to have a huge impact on the area so it is really important that as many people as possible respond, Arun’s Planning Policy meeting is Wednesday evening (18th Sept) and can be viewed online which may help anyone who wants to respond. We have already seen the impact of building 654 houses last year (the amount that was completed) According to the figures released by the government Arun would need to see delivery every year of more than twice that rate, if not any Local Plan would be seen to be failing. At the last count Arun has more than 8000 planning permissions granted so we feel it is very unfair that this measurement is being used as there is no obligation to build once a developer has planning.

Steve McAuliffe was in attendance and explained that the consultation on the National Planning Policy Framework (NPPF) could result in a number of significant changes, including the standard for calculating housing. If the proposed changes in the are successful, this could result in additional 1,500-1,600 houses a year. There are also many comments regarding planning permissions not being implemented and land banking. Local authorities are being penalised for this.

Cllr McAuliffe responded to a question on planning permissions expiring that had not been implemented. He explained that once permission was granted, the developer had 2 or 3 years in which to commence works. If the planning permission expired without being implemented, if the planning application was resubmitted, they can only look at the planning application as it is at that time.

Planning enforcement - Once planning permission is granted, there are conditions which need to be met but are regularly breached. Arun District Council are underfunded with a lack of staff etc. The Enforcement Team have confirmed that the level of notice they require to take action is the level that would result in court action. The Enforcement Team could look into a ‘suspicion’ but this would involve a lot of resources and if there is a fine, this goes to central government.

Cllr McAuliffe explained that the Parish Council and residents could help with enforcement by keeping a log of evidence of what they see. Also, to put messages on social media. It would be easier to take court action if there is recorded evidence. If residents contact the Parish Council, ask them to complete an event log. Cllr Vawer has more information on this.

Choller Farm – controversy regarding the proposed school. WSCC own the land and have launched a judicial review with Arun District Council.

Avisford Grange - Golf balls – The golf course will move the first tee by the middle of next month (to the other side of the lake and at a different angle). This should resolve many of the issues.

Linden are unable to evidence why they put a 10m high fence up. This may impact on phase 2 of the development. Arun District Council need to be part of the solution.

Finally, there is new Arun District Council app for reporting things. This can be downloaded from ADC new apps store. This will be publicised by WPC.

A question was raised on where you can find a bin reference number. Cllr McAuliffe confirmed that bin reference numbers have now been rolled out.

There were no further questions and Cllr McAuliffe was thanked for his on-going support.

1. **Public questions (max 15 minutes)**

386/24 No questions from the public.

1. **Planning Committee**

387/24 a. Cllr Vawer commended the draft minutes of the Planning Committee meeting of 9th July 2024 (previously circulated).

b. There were no Councillor questions.

1. **General Purposes Committee**

388/24 a.Cllr Vawer commended the draft minutes of the General Purposes Committee meeting of 3rd September 2024 (previously circulated).

b. There were no Councillor questions.

Cllr Higham gave her apologies for the next meeting as she is unable to attend. It was noted that the meeting date could be changed if necessary.

1. **Finance & Legal Committee**
   1. a. It was noted that the meeting due to be held on 30th July 2024 was not quorate and did not take place.
2. There were no Councillor questions.
3. **Youth Initiatives**

390/24 Cllr Higham gave a brief update.

The first meeting is this Saturday, 21/9/24 and the outcome of this meeting will assist in making future plans for youth initiatives. Some of the young people are undertaking their Bronze Duke of Edinburgh Award which includes volunteering. This could encourage them to become involved in the youth initiatives and even attend parish council meetings to enable them to share their views.

A discussion was held on whether a minor could attend a parish council meeting with or without a parent/guardian and would the parish council need to be DBS checked.

Cllr Hewson offered to assist Cllr Higham on Saturday with the initial meeting.

Cllr Higham was thanked for organising the youth initiatives.

391/24 Joel Nash, Regional Team Leader – Rapid Relief Team

Organising a local litter pick in Walberton Parish on Saturday 21/9/24 from 2pm.

Joel confirmed he had been looking at which roads to target but this was subject to how many people volunteered on Saturday afternoon. Yapton Lane and the Street were suggested along with the main road in Fontwell but also Eastergate Lane and Wandleys Lane.

It was also confirmed

* the rubbish bags could be put in the wastebins outside the Village Hall and to let Cllr Vawer know if there was an issue.
* The gazebo could be placed on the corner, near the carpark, so people could see it.
* The Pavilion toilet facilities would be available.

1. **Business activity/ Infrastructure Projects – CIL Funding**

392/24 To review business activity and consider projects for CIL money.

Cllr Higham suggested CIL money could go towards solar panels for the village hall but was reminded that the CIL money has been put identified for bus shelters.

Other grant opportunities were discussed that the Village Hall could look into.

Pagham Village Hall will be asked about their solar panels.

393/24 Village Hall Committee would like to hold a regular quiz night to raise funds for village hall but due to lack of availability at the hall and not wishing to compete with the pub on a Friday night, the Village Hall Committee have requested if they could hold the quiz night at the Pavilion.

**Resolved**: To charge the Village Hall Committee £10 a session (to cover electricity, heating etc) and suggest that they apply for a Parish Council grant to cover this cost and further things, if required.

394/24 Cllr Higham enquired about the Village Hall Deed of Trust and wanted to know if it had been changed with the charity commission. Cllr Vawer was able to check this during the meeting and confirmed that Cllr Titmus was on the list of trustees.

395/24 The Parish Council discussed whether CCTV would be suitable for the Pavilion as CCTV is currently being considered by the Village Hall Committee. Blink was an option put forward but although real time is free, you have to subscribe for recording. Evaluation of camera locations, numbers and costs with the various system options available will be undertaken.

1. **Section 137 Grant awards**

396/24 a. Applications will be accepted from 1 October 2024 until 31st October 2024. Information on the grant will be in available in the newsletter and on the website.

b. A review of the Grant Awarding Policy was undertaken during the meeting.

**Resolved**: The Parish Council agreed on the changes made.

**Confirmed**: Closing date of applications is the 31/10/24 with a review of the submitted applications in November.

1. **Additional reports**

397/24 a. Fontwell Community Hall

Parking continues to be an issue. The Parish Council are unable to put a gate across the carpark as the refuse vehicles use that area to turn and discussed whether lockable bollards were necessary.

**Resolved**: to proceed with lockable bollards

The cleaner is away for 3 weeks later in the year. Temporary cover will be sourced.

Mr Riordan was introduced to the meeting as he has offered to manage Fontwell Community Centre. He gave a brief account of his background experience and knowledge which includes management and maintenance of community buildings.

**Resolved**: To accept Mr Riordan’s offer to manage Fontwell Community Centre, including bookings. Mr Riordan’s first task is to review the terms and conditions.

Broadband provision update

There is a problem with Openreach and providers cannot provide us with access. This is because Openreach state the address does not exist and it is not on their database, even though they have fitted equipment to the premises. Openreach are being chased and we will escalate issue if necessary.

1. Village Hall

398/24 i. To receive a report (see 393/24)

ii. To discuss a request for Pavilion hire for Quiz nights (see 393/24)

399/24 c. Allotments – to set rates for 24/25

The Parish Council pay for the land for the Yapton Lane allotments. The current lease cost will be used to form the basis for the 24/25 rates.

400/24 d. Walberton & Binsted CofE School

The next meeting with the Head of the school is on 14/10/24 11am.

401/24 e. Police Liaison

PCSO Caroline Wilson was unable to attend but sent update that there was little to report for August and that they had received no calls regarding off road bikes / e bikes in the area. Also reminded people that if these are sighted, please can people report them.

Parking issues on the Fontwell Meadows estate continue. The Parish Council have investigated and the Police have been made aware.

402/24 f. Communications – web site, emails, social media

No updates from GP. Parish news article has been submitted and more articles would be gratefully received. Cllr Higham to provide a report on Saturday’s litter pick.

**15. Staff matters**

403/24 We have a new clerk, Shona, who is settling in well.

Thank you to Cllr Vawer for standing in as the clerk when the Parish Council were without one.

**16. Correspondence**

404/24Vehicles on Yapton Lane tooting horns early in the morning. To suggest evidence would be required and whether this issue been discussed with or impacts neighbours.

It was suggested that HGVs have been blocked from going down Ford Lane and are they going down Yapton Lane instead. The restrictions will be reviewed to see whether this is the case.

Pound Road weeds. This should be a Highways authority issue. However, as this is not being undertaken and as the Parish Council have carried this out in the past, the Project Manager will be asked to look into this and include several roads in the vicinity.

**17. To approve quotes and payments**

405/24 To consider any quotes and approve payments retrospectively.

15 payments were approved and 1 payment yet to be made.

Quotes : -

**Approved**:

* + Repaint the barrier to Walberton playing field.
  + Installation of Fontwell fold-down bollards with a lock for security
  + Kitchen cupboard repairs at the Pavilion
  + Fontwell allotments – ditch clearance and weed removal from hedges.

**Questions for the following:**

* The quote for tree removal – deferred pending confirmation of the reasons for the trees to be removed.
* To Install and supply stock fencing to playing field quote – The Parish Council would like have full details of the quote and in accordance with WPC’s Financial Regulations, para 10.3 and 11.1 further quotes/estimates are required.

**18. Any other business**

406/24 No further business was raised.

**19. Date of next ordinary meeting of the Parish Council.**

407/24 The next meeting was confirmed as 7.15pm Tuesday 22nd October 2024

Meeting closed at 21.33 pm.

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

Chair