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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) |

**TO: ALL MEMBERS OF THE PARISH COUNCIL**

**YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE PAVILION 6.30pm ON TUESDAY 11 FEBRUARY 2020 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

Signed: Date: 6 February 2020.

A. Peppler – Clerk

**AGENDA**

**Standing items**

**1. Record of attendance and apologies**

**2. Declaration of interests in items on the agenda**

Members are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent. Members and officers should make their declaration by stating:

a) the item they have the interest in

b) whether it is a pecuniary, personal and/or prejudicial interest

c) the nature of the interest

d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.

**3. Confirmation of Minutes**

1. To confirm the minutes of the Full Parish Council Meeting 10 December 2019.

**5. To receive a report from West Sussex County Council** Cllr Whittington

**6. To receive reports from Arun District Council** Cllrs Dendle, Roberts and Mrs Catterson

**7. Public questions**

To consider questions from members of the public on items on the agenda (max 15 minutes).

**8. Updates on actions agreed at last meeting**

Minute 537/19. Clerk - Climate Change included in the council’s mission statement on the website.

Climate Change Working Group set up comprising of Cllrs Mrs Shackleton and Porter.

Minute 540/19. Clerk – Telephone application for second bank account made. Awaiting documents for signing.

**9. Climate change**

To receive an update. Cllr Porter

**10. Planning**

1. To receive the draft minutes of the Planning Committee meeting of 28 January 2020 (previously circulated) and to note the date of the next meeting on 17 March 2020.

2. Councillors questions.

**11. General Purposes**

1. To receive an update and to note the date of the next meeting on 18 February 2020.

2. Councillors questions.

**12. Finance & Legal**

1. To receive the draft minutes of the Finance & Legal Committee of 4 February 2020 (previously circulated), and to note the date of the next meeting on 14 April 2020.

2. Councillors questions.

3. To consider a late Sec 137 grant application from Walberton Cricket Club.

4. To consider and approve the Precept for the financial year 2020/21.

**13. Business Plan**

To review current and planned business activities.

**14. Policies & procedures**

To review the following policies:-

1. Code of Conduct

2. Information Security policy

3. Privacy policy

4. Reserve policy

**15. Parish Online**

**16. Reports from other organisations.**

1. Walberton Task Force Mr Peter Brown / Cllr Rogers

2. Village Hall Cllr Porter

3. Community Play Centre Cllr Rogers

4. Allotments Cllr Rogers

5. Walberton Primary School Cllr Shackleton

6. Police Liaison Clerk

**17. Dandara development – Local Open Space and community building**

1. To receive an update. Cllr Vawer

**16. A27 Arundel By-pass**

1. To receive a report. Cllr Fisher

2. To note communication from Highways England and agree response.

**17. JWAAC**

1. To receive a report. Cllr Ratcliffe

2. To note meeting of 11 March.

**18. ADALC**

1. To note the minutes of the ADALC meeting of 31 October 2019. Cllr Vawer

**19. Neighbourhood Plan**

1. To receive a report Cllr Ratcliffe

**20. Community Resilience including flood management**

To receive a report. Cllrs Porter / Stevens

**21. Communications**

1. Website Cllr Vawer

2. Facebook & Twitter

3. Parish News

4. Sussex Local

5. Neighbourhood News

To agree content for April edition.

**Other items**

**22. Walbinfont**

To receive an update Cllr Mrs Shackleton

**23. Annual meeting of the Parish 21 May 2020**

To agree format Cllr Mrs Clark

**24. Staff matters**

To consider proposed changes to the Clerk’s contract and pay settlement.

**Final items**

**25. Correspondence received**

**26. Quotes and Payments**

**27. Any other business**

**28. Date of next meetings**

To confirm the date of the next meeting at 6.30pm on Tuesday 21 April 2020.

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