[[1]](#footnote-2)

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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 Walberton Parish Council – You are summoned to attend a meeting of the Parish Council in The Pavilion 7.15 pm on Tuesday 10 December 2024 for the purpose of transacting the business set out below.**

**PLEASE NOTE**

**Members of the public are welcome to attend the meeting. Limited participation will be available via Teams – contact the Clerk for details.**

Signed: Shona Turner – Clerk Date: 4 December2024

**AGENDA**

1. **Record of attendance and apologies**
2. **Declarations of interest 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:

* + 1. the item they have the interest in
    2. whether it is a pecuniary, personal and/or prejudicial interest
    3. the nature of the interest
    4. if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under Question Time.

1. **Confirmation of minutes**

To confirm the minutes of the Full Council Meeting of 22 October September 2024 as being a true record of the business conducted.

1. **To consider candidates for co-option to the Council**
2. **Matters arising**
3. **To receive a report from West Sussex County Council** Cllr Bence
4. **To receive reports from Arun District Council**  Cllrs Penycate, Birch & McAuliffe
5. **Public questions**

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

1. **Planning Committee**
   1. To receive the draft minutes of the Planning Committee meeting of 26th November 2024 (previously circulated) and to note the date of the next meeting on 28th January 2025.
   2. Councillor questions.
2. **General Purposes Committee**
   1. To receive the draft minutes of the General Purposes Committee meeting of 3rd December 2024 (previously circulated) and to note the date of the next meeting on 11th February 2025.
   2. Councillor questions.
3. **Finance & Legal Committee**
   1. To receive the draft minutes of the Finance and Legal Committee meeting of 12 November 2024 and to note the date of the next meeting on 7th January 2025.
   2. To agree that Cllr Hewson is now a member of this committee.
   3. Councillor questions.
4. **Youth Initiatives**
5. **Business activity/ Infrastructure Projects – CIL Funding**

To review business activity and consider projects for CIL money.

1. **Section 137 Grant awards**
   1. To consider the late entry for Grant Funding
2. **Additional reports**
   1. Fontwell Community Hall
   2. Village Hall Cllr Higham
   3. Allotments
   4. Walberton & Binsted CofE School Cllr Hewson & Vawer
   5. Police Liaison PCSO Caroline Wilson
   6. Communications – web site, emails, social media        Cllr Vawer
3. **Staff matters**
4. **Correspondence**
5. Remote working and proxy voting for Parish and Town Councils - Public consultation, open for 8 weeks from 24/10/24, closing week beginning 16th December 2024.
6. **To approve quotes and payments**

To consider any quotes and approve payments retrospectively.

1. **Any other business**

Consider proposed Committee meeting dates for 2025.

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

To confirm the date of the next meeting of 7.15pm Tuesday 21 January 2025

1. [↑](#footnote-ref-2)