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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 7.15pm ON TUESDAY 10 DECEMBER 2024.**

**1.** **Record of attendance and apologies**

**559/24** In attendance: Cllrs Vawer (Chair), Higham, Wells and Benson (WSCC)

 Mr R Riordan

Clerk – S Turner

Four members of the public were present

Apologies: Cllr Hewson, McElvogue, Penycate and PCSO Wilson

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

**560/24** None

**3.** **Confirmation of minutes**

**561/24** The minutes of the Full Council Meeting of 22 October 2024 were confirmed as being a true record of the business conducted.

**4.** **To consider candidates for co-option to the Council.**

**562/24** The Chairman introduced Mr Riordan who had expressed interest in joining the Parish Council. Mr Riordan had no questions for the Parish Council and confirmed that he was happy to take on the management of the Fontwell Community Centre. Mr Riordan’s co-option was proposed by the Chairman and seconded by Cllr Higham. The motion was carried by unanimous vote.

**5.** **Matters arising**

**563/24** None.

**6. To receive a report from West Sussex County Council** CllrBence

**564/24** Cllr Bence was in attendance and gave a report on several issues including the A27 and although the proposals were not going ahead, the project was not dead. Due to the traffic problems around Chichester and Worthing areas, people still want something done about the A27, a less expensive route to resolve those issues. Current action that can be taken includes, waiting for a white paper consultation, monitoring air quality as air quality compliance is potentially a legal requirement, gain a good clear understanding of traffic movement in the parish by monitoring.

The sewers continue to pose problems, as they are Victorian and affected by being used for a combination of sewage and surface water drainage. There is a problem with sewage in coastal areas. A question was asked about realigning the pipes and was this something the Parish Council should look into. The one disadvantage with realigned pipes is that there is nowhere for the surface water to go. The developers of new housing developments in this area and the surrounding villages are not investing in the sewers as it is too expensive. Southern Water is not a consultee for a planning application. It may be useful to have the drainage routes plotted for the village and to bear in mind that Arun District Council does not have a 5-year land supply so further development is inevitable.

**7.**  **To receive reports from Arun District Council** Cllrs Penycate, Birch & McAuliffe

**565/24** Cllr Penycate who was unable to attend the meeting sent apologies along with a report which was circulated prior to the meeting and read out for the benefit of the general public. This report (appendix 1) is attached to the minutes.

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

**566/24** A question was raised regarding whether anything could be done about the condition of the road and hedges along West Walberton Lane, top of Wandleys Lane. The hedges need cutting back, there is a dip in the road, without any markings and is quite dangerous. There is also a possible on-going leak which needs to have the source located and resolved. Who owns which piece of land needs to be investigated and the road needs to be surveyed to provide WSCC with a comprehensive list of defects. Cllr Wells offered to lead on this project.

**9.** **Planning Committee**

**567/24** a. Cllr Vawer commended the draft minutes of the Planning Committee meeting of 26 November

 2024 (previously circulated) and to note the date of the next meeting on 21 January 2025.

b. There were no councillor questions.

c. The Clerk reminded Parish Councillors that responses were still required for planning applications that needed any comments to be submitted to Arun District Council before the Christmas holidays.

**10.** **General Purposes Committee**

**568/24** a.Cllr Vawer commended the draft minutes of the General Purposes Committee meeting of 3rd

 December 2024 (yet to be circulated) and to note the date of the next meeting 11 February 2025.

b. There were no councillor questions.

**11.** **Finance & Legal Committee**

**569/24** a. Cllr Vawer commended the draft minutes of the Finance and Legal committee meeting of 12

November 2024 (previously circulated) and to note the date of the next meeting on 7 January

 2025.

b. It was **agreed** that Cllr Hewson is now a member of this Committee.

c. Minutes to this Committee meeting are to be circulated to all Parish Councillors.

**12.** **Youth Initiatives**

**570/24** Cllr Higham gave an update.

The youth group have four members (three from Walberton and one from Fontwell) Two members are taking their Duke of Edinburgh Award scheme.

They will be starting on the goal posts project for the playing field and would also like a mountain bike area somewhere within the parish. They will present their findings at a Parish Council committee meeting.

**13.** **Business activity/Infrastructure Projects – CIL funding**

**571/24** a. Infrastructure Projects. It was noted that CIL money was received from Arun District Council in November, some of which would go towards the proposed new bus shelters. In addition, a project for General Purposes Committee to look at is replacing the pavilion (this is in addition to the current proposed improvements/redecoration). The Parish Council needs to identify what is required ie. how big (one/two floors), how it is used, storage requirements etc. Once these factors are known, approach an architect for estimated costs and the Parish Council could start budgeting for this. CIL money could also go towards the project. The clerk is to ask Arun District Council what elements of this project CIL money could fund.

**14.** **Section 137 Grants**

**572/24** a. The late entry for grant funding was discussed and as the Policy was amended earlier in the year to accommodate late entries providing that budgeted money remained unspent, the Parish Council **approved** this grant request.

**15.** **Additional Reports**

**573/24** a. Fontwell Community Centre

Mr Riordan reported that he was still dealing with outstanding issues and had some ideas for marketing the Community Centre which he would report at the next meeting.

Cllr Vawer confirmed that he had been successful with Open Reach and that broadband could now be installed at the Community Centre.

The following items were also reported:

* Parking, lighting (downward facing, motion sensitive), heater in the little room. Access button releases the doors but does not open the door.
* Damage is taking place; Mr Riordan is to investigate this.
* Some larger items could be stored in the cupboard to create a bigger space for the meeting room.
* Noticeboards are up.
* Waste bins are in operation, a padlock will be put in place and the waste collection company will be notified.

b. Village Hall Cllr Higham

Cllr Higham reported that at the last Village Hall meeting she attended, fund raising and Martyn’s Law (the Terrorism (Protection of Premises) Bill) (which would come into force next year) were discussed. It was suggested that the Village Hall Committee and the Parish Council could liaise with each other regarding Martyn’s Law.

Other maintenance requirements were also reported including a new roof, solar panels, flooring and that the village hall could apply to Arun District Council for unclaimed CIL money towards community projects.

c. Allotments

The clerk reported that this was all in hand and the Fontwell allotments should be up and running early in the new year.

d. Walberton & Binsted CofE School Cllr Hewson & Vawer

Cllr Hewson had been in contact with the school for a new meeting date as the previous meeting had been cancelled.

e. Police Liaison PCSO Wilson

PCSO Wilson sent her apologies, and a report (appendix 2) attached.

f. Communications – web site, emails, social media  Cllr Vawer

Cllr Vawer confirmed that some items were going through Facebook, and that the website had been updated. It was noted that the website needs to be re-designed, and that Cllr Higham and the clerk were working on the new filing system which would assist with the new website design.

**16.** **Staff Matters**

**57424** a. It was noted that Arun District Council had not provided any further information on the backpay that was agreed nationally in October. The Clerk was reminded that information on training requirements would be required for the budget meeting.

**17.** **Correspondence**

**575/24** a. 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. The Parish Council discussed their proposed response which Cllr Vawer would submit.

b. A trailer has been left padlocked to the fence in the carpark for several days. The Clerk is to contact PCSO Wilson to see what action the Parish Council can take.

c. The Parish Council has received an enquiry regarding the Avisford Grange allotments. The Clerk is to inform the resident that they will need to contact the developers directly as they still own those allotments.

**18.** **To approve quotes and payments**

**576/24** To consider any quotes and approve payments (retrospectively).

3 payments were approved (retrospectively) 1 payment was approved which was yet to be made. 7 direct debit payments and 1 quote were also **approved**.

The Parish Council **approved** up to £30 for the Pavilion curtains to be dry cleaned.

The Parish Council discussed the broadband options for the Fontwell Community Centre – low use, minimum speed, a basic service. The Parish Council **agreed** on the Vodaphone package as this was the cheapest.

**19.** **Any other business**

**577/24** a. The proposed Committee dates for 2025 were considered (dates previously circulated). One

amendment was made to the proposed date of the next Full Council meeting to be changed to later in the year.

1. Broadband – West Walberton Lane was discussed. It was noted that fibre was being put in for new development, but existing housing were not included and would probably have to wait for the Open Reach rollout scheme.
2. It was discussed whether Andrew Griffith, MP Arundel and South Downs should be invited to a meeting to update him of residents’ views on the Grey route and other local issues.
3. The Parish Council discussed and **agreed** that there was sufficient money for consulting fees to engage with a barrister for appealing planning for new builds due to flooding issues and, to find out what legal actions the Parish Council can take against Arun District Council, Southern Water and /or developers to stop flood damage, sewage overflow and polluting the environment.  It was noted that WSALC have a planning expert.

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

**578/24** The date of the next meeting was confirmed as 7.15pm Tuesday 4 March 2025.

There being no other business the meeting closed at 9.22pm

 Signed………………………………………………………………… Date……………………………………………………

 Chair

Full Council Meeting – 10/12/24 Appendix 1

**Reports received from Arun District Council**

**Report received from Cllr Penycate**

The main item that needs some discussion may well be the plans to build behind DM Chainsaws, only outline plans at present, and only the first field, but much at fault. For example, traffic count on Yapton Lane was completed during lockdown!

Full Council Meeting – 10/12/24 Appendix 2



**Sussex Police Parish Report December 2024**

Incidents of note for October / November

21/10 - Barnham Lane – Theft of vehicle (recovered in Littlehampton)

12/11 – Walberton Lane – Burglary of business premises

I still have tamper-proof screws that can be used on vehicle number plates (with yellow / white caps). If anyone else would like to have some for their vehicle/s please pop me an email on the address below.

If you are aware of anyone who may have fallen victim to any scam, or if you would like to speak with me in confidence, please contact me on caroline.wilson@sussex.police.uk