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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  www.walberton-pc.gov.uk |

**DRAFT NOT YET CONFIRMED**

**MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE HELD AT THE PAVILION AT 7:15pm on 11th FEBRUARY 2025**

1. **Record of attendance and apologies**

**G/48/25** In attendance were Councillors Higham, Hewson, Wells and Riordan.

Apologies from Councillors Vawer, McElvogue and from S. Turner - Clerk and V. Harris

There were 9 members of the public present

1. **Declaration of Interests in items on the agenda**

**G/49/25** There were no declarations of interest

1. **Confirmation of Minutes**

**G/50/25** The minutes of the General Purposes Committee of 3rd December 2024 were confirmed

1. **Actions Review**

**G/51/25** Actions previously agreed were reviewed, some items remain to be completed Those present asked for the signage list be recirculated.

1. **Matters arising**

**G/52/25** Playing field and Tennis court discussion carried forward to next meeting

1. **Public Questions**

**G/53/25** No questions offered.

1. **Youth Council**

**G/54/25** There was a professional presentation delivered by the Youth Council on the options they had explored for the provision of multi-use equipment (football goal, rugby post, basketball hoop) in the Walberton Playing Field. The presentation was well received by the Councillors, as was the concept. The Youth Council will now look at raising the finances for this project, whilst the Council liaised with all parties involved in this venture.

1. **Presentation by Pizza Van Trading**

**G/55/25** The presentation, by Callum Wood (owner) consisted of background, reasoning for and potential community benefits. The Councillors were in favour of the idea and failing any objections, voted to consider appropriate days and times for the mobile pizza van to be situated in the playing field car park.

1. **Project Manager Updates**

**G/56/25** Report provided by V. Harris prior to the meeting

1. Bus shelters **-** These are due for production late March. I have the drawings to approve and plan to go to each site with the tape measure to double check before sign off to allow production.
2. Notice Boards **-** I have found another supplier as I am not confident with the original supplier and the second supplier can’t offer the options for half lockable we wanted. ‘Signscape' have something similar and seem more reputable having supplied for the BBC, HSBC among other smaller groups like Parish Councils. It is an important purchase so important to get right - a priority for this month.
3. Signage **-** The order will be produced and installed one month post order sign off. I am double checking the order for your final approval.
4. **Tennis Courts**

**G/57/25** The solicitors are being chased for the final engrossment transfer for signing.

1. **Business activity review/CIL funding**

**G/58/25** There was discussion about the Biodiversity corridors and the use of the iRecord App to help record activity in our parish. It was agreed to add this and the Youth Project to the Business Plan

1. **Asset Register & Public Space Ownership**

**G/59/25** No updates, ongoing

1. **Environment**

**G/60/25** Updates were given on the following:

1. Trees & Verges - Nothing reported
2. Litter & Dog Bins - Carry forward the question of sufficient dog bins at Fontwell Meadows
3. Planting & Maintenance Plan -Nothing reported
4. **Traffic Calming**

**G/61/25** It was agreed that this item was removed from the standard agenda as it was a specific case that was currently not ongoing.

1. **Pavilion maintenance**

**G/62/25** the work had begun, with more planned improvements to come.

1. **Fontwell Meadows Community Hall**

**G/63/25** Reports were given on the following:

1. The lighting quotes were presented from Prolectric and there was discussion on the costs, why we needed them and the amount of expenditure, when we had not yet established running costs and anticipated income. It was agreed we would consider alternatives, including temporary battery or solar energy DIY options.
2. There was discussion on the fencing for the pre-school nursery and it was decided to have an on-site visit as there were various potential issues, including disabled access.
3. It was approved to go ahead with the tables and trolley purchase, and the heater for the small room to allow for individual hire.
4. It has been agreed with the pre-school nursery that they will move most of their cabinets into the locked storeroom. This needs us to remove the fridge currently stored in that area.
5. **Playing Field/Car Parking & Clamping**

**G/64/25** After discussion it was decided that the bylaws should be displayed in the car parks at Walberton and Fontwell. It was also agreed that if a vehicle was on-site for more than 10 days then it would be reported

1. **Village Green, Pond and Community Orchard**

**G/65/25** Carry forward, no report

1. **Play Areas**

**G/66/25** Carry forward, no report

1. **Community Resilience including Climate Change & Flooding**

**G/67/25** Discussion on the approval to employ consultants to aid in the emergency plans for the Parish, were agreed at the understood figure of £150

1. **Allotments**

**G/68/25** Awaiting report, no discussion, carry forward

1. **Communications**

**G/69/25** Nothing to report

1. **Fontwell Meadows Community Liaison**

**G/70/25** Nothing to report

1. **Correspondence**

**G/71/25** Discussed as follows:

**Bus shelter –** It was decided that a bus shelter to be placed by the bus stop near the car park in Barnham Lane, Walberton would be considered in the second round of wooden bus shelters in the next budget.

**NHS Laundry Services -** It was decided that the most appropriate place for these bins would be at a Care Facility in the Parish, not on public land

**Black Poplar Planting -** An email has been received explaining the need for planting of this tree and where they can be obtained from, it was suggested that it be included as a newsletter item

1. **Quotes and Payments**

**G/72/25 -** All items were passed for payment, including the increase in Pavilion window cleaning of £1.50

1. **Agree Meeting Actions**

**G/73/25 -** A list of actions was agreed to be circulated separately

1. **Any Other Business**

**G/74/25 - Scribe Booking System**

It was agreed to progress with this along with the accounts package

**G/75/25 - Website**

It was reported that work on the new website had commenced.

1. **Date of next meeting**

**G/76/25** The next meeting is scheduled for 18th March 2025 at 7.15 in the Pavilion

There being no further business the meeting closed at 8.52 pm

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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