|  |  |
| --- | --- |
|  | **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 HELD ONLINE AT 7.00pm ON**

**TUESDAY 14 JULY 2020.**

**178/20 Record of attendance and apologies**

In attendance: Cllrs Mrs Clark (Chair),Ratcliffe, Mrs Shackleton, Rogers, Vawer, and Fisher.

Cllr Porter joined partway through the meeting.

Cllr Roberts (ADC).

A. Peppler – Clerk.

Apologies: Apologies were received from Cllr McElvogue.

**179/20 Declarations of interest in items on the agenda**

None.

**180/20 Confirmation of minutes**

The minutes of the Full Parish Council Meeting of the Parish Council of 26 May 2020 were confirmed as being a true record of the business transacted.

**181/20**  **To receive a report from West Sussex County Council**

In a written report Cllr Whittington referred to WSCC’s Covid-19 Update of 10 July 2020 previously circulated. There is a virtual meeting of the Council on 17 July with information on how it can be viewed online. There is information on outdoor swimming pools, sporting facilities and close-contact services reopening, and advice for small businesses on available support.

**182/20**  **To receive reports from Arun District Council**

Cllr Roberts reported that many of ADC’s departments are working well although currently things are quiet. There is a Full Council meeting tomorrow night. He will follow up potential grant funding for the pavilion’s lost of income over recent months.

Cllr Mrs Clark thanked Cllr Roberts for his support in the representations to the recent Development Control meeting.

**183/20**  **Public questions (max 15 minutes)**

No questions from members of the public have been asked.

**184/20 Coronavirus update**

Cllr Mrs Clark reported that ongoing support is being given by many and this is likely to continue long term. Community spirit is excellent. The play area reopened on time after being RoSPA inspected and serviced. She suggested that residents might wish to meet at the Pavilion in lieu of Friday morning Coffee Stop. It was agreed this would be looked at further.

Cllr Porter has yet to respond to the WSCC questionnaire.

**185/20 Councillor vacancy**

The Clerk reminded the meeting that it had been agreed that the selection for the current councillor vacancy is being held over until the Council can meet in person. A further person has expressed an interest in addition to the three already.

**186/20 Planning Committee**

1. Cllr Ratcliffe commended the draft minutes of Planning Committee meeting of 9 June 2020 (previously circulated). Cllr Mrs Shackleton commented on Southern Water’s connection to the Linden Homes development in Avisford Park Road. The date of the next meeting on 28 July 2020 was noted.

2. There were no Councillor questions.

**187/20 General Purposes Committee**

1. Cllr Mrs Clark commended the draft minutes of the General Purposes Committee of 23 June 2020 (previously circulated). She highlighted completed tree works and the conversion of the disused outside lavatory at the Pavilion into a store. Several cabinets and a bookshelf will be offered for sale. The replacement bus shelter is hoped to be finalised shortly. Remedial action for the flooding on the path beside the Village Hall is being considered. The litter picking day will be on 5 September 2020. The date of the next meeting on 4 August 2020 was noted.

2. There were no Councillor questions.

**188/20 Finance & Legal Committee**

1. Cllr Rogers commended the Finance & Legal Report to Council of 7 July 2020 (previously circulated). He reported that the financial course through the Covid-19 Crisis has been managed prudently as can be seen by the accounts and that the Council must remain mindful of income streams in the months to come.

The date of the next meeting on 19 October 2020 was noted.

2. Cllr Fisher commented on payments to BT for phone and broadband services. The Clerk is already looking at this.

**189/20 Policies**

The meeting considered the below revised policies as recommended by the Financial & Legal Committee:

* Health & Safety Policy
* Training & Development Policy

It was recommended that the second bullet points for ‘Councillors’ and ‘For the Clerk’ should be revised to ‘Provision of electronic copies of the Standing Orders, Financial Regulations, Code of Conduct, policies of the Council and other information deemed relevant.’ This was agreed.

* Publication Scheme
* Communications Policy

Resolved: To adopt the above policies.

**190/20 Change of meeting date**

Resolved: To change the date of the Full Council meeting of 6 April 2021 to 13 April 2021.

**191/20 Climate change**

Cllr Porter referred to his report previously circulated, which was noted. It was agreed that little can be done other than follow the leads from West Sussex County Council and Arun District Council. Cllr Mrs Clark suggested that members of the Climate Change Working Group write a few paragraphs for the Resident’s email as to what they can do as individuals.

**192/20 To receive additional reports**

1. Walberton Task Force

Cllr Rogers had nothing to report.

2. Village Hall

Cllr Porter reported that the manager is back from furlough and that the Pre-School children have returned. He will circulate the minutes of the Village Hall of 29 June 2020 shortly.

The meeting confirmed that Cllr Porter is the Village Hall Trustee for WPC until May next year.

3. Community Play Centre

* Wrap around care for school children has been discontinued on Government advice. The Pavilion is a separate site to the school and so it is not permitted. This will recommence in September if allowed.
* The Pavilion has now an additional registration with Ofsted for pre-school children creating a new ‘bubble’.
* All Covid-19 Health and Safety issues are being adhered to.
* Some furloughed staff have now returned as numbers have risen.
* Holiday Club healthy numbers.
* September numbers healthy for playcentre and before/after school club
* AGM held 7th July. One member of public in attendance. All Trustees re-elected.
* WPC is aware of a dispute between the Centre and a nearby resident.

4. Allotments

Cllr Rogers reported that the allotments are well tended and that people enjoying the social interaction.

5. Walberton & Binsted CofE School

Cllr Mrs Shackleton referred to her report previously circulated. The school has continued to welcome the children of keyworker parents; some additional ‘keyworker’ children returned to the school in June. Almost all year 6 children have returned to complete their final weeks in primary school. Term ends on 16 July and the current expectation is that all children will return in September. The school has asked whether the dog waste bin on the playing field outside the school gates could be moved, which has been agreed by ADC.

Cllr Mrs Clark said that WPC will assist the school if required with any boundary issues with the Linden Homes development.

6. Police liaison

The Clerk reported that there are no hotspots for specific crimes, but many seem to be centred around the KFC / Shell Garage area in Fontwell. The majority of reported crimes are minor in nature.

March – 4 crimes, in KFC / Shell Garage area, Fontwell.

April – 12 crimes, of which 2 were burglaries., one off the A27 at Fontwell and the other in Yapton Lane.

May – 10 crimes, of which 4 were anti-social behaviour KFC / Shell Garage area, Fontwell.

7. Neighbourhood Plan

Cllr Ratcliffe reported that there has not been a meeting, but the Group has been very busy as a team. The Reg 14 was finally submitted in its revised format and the initial feedback is positive. The next phase is the consultation lasting until 14 August and with the Open Day with residents on Saturday 18 July 2020. The next phase of the Plan will then commence.

Cllr Mrs Clark thanked Cllr Vawer for his work on the website and display boards for the Open Day.

8. Communications

Cllr Vawer referred to his report at the recent General Purposes Committee meeting. He thanked contributors for feedback on the website and suggestions for improvements are welcome. There is an online form for Neighbourhood Plan comments. A Resident’s email will be sent shortly for the NP open Day. A contribution has been made for the next issue of Sussex Local and the NP Open Day features on Facebook and Twitter.

**193/20 Town and Parish Council Proforma**

Cllr Mrs Clark had nothing to report.

**194/20 Village Pond**

Cllr Mrs Clark referred to her email previously circulated. there is a crack in the concrete wall of the pond by the culvert which is likely to need attention in the next few years. The depth of the pond has decreased substantially over the last few years due to a build-up of silt on the bottom. It is possible that the cost to drain to pond will be in the region of £30,000. It is hoped to apply for WSCC Op Watershed funding to repair the culvert and possibly apply for a grant to clear the pond. Support of our county councillor, Cllr Whittington, would be required.

The meeting agreed that the support of Cllr Whittington be sought in the first instance.

**195/20 Staff matters**

It was noted that a useful SSALC online training course was offered at very late notice so it could not be taken up. It is hoped that the training will be offered again with more notice at a later date.

**196/20 Correspondence received**

Letter from Mrs Boult received regarding hedging at Dower House and the lack of provision of 85/85A bus service.

Letter from a resident sent to him by the Community Play Centre regarding issues of a dispute. It was agreed that this was not a matter for WPC to be involved in.

Email from Maureen Chaffe, Dater Protection Officer, regarding GDPR compliance checks. The meeting agreed to participated in her proposed programme.

**197/20 To approve quotes and payments**

The Clerk had previously circulated the payment list from 26 May to 10 July 2020.

Resolved: To approve all payments.

**198/20 Any other business**

Cllr Mrs Clark reported that the fence behind the Village Hall is in a state of disrepair. This is the responsibility of the homeowners and the Clerk will write to them accordingly.

Cllr Mrs Clark said that PCSO Caroline Wilson had visited the playing field. She is aware of the issue between the resident and the Community Play Centre.

**199/20 Date of next meeting**

The date of the next meeting was confirmed as 7.00pm Tuesday 8 September 2020.

The meeting closed at 8.17pm.

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

Chair