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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 |

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

**YOU ARE SUMMONED TO ATTEND THE MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD AT 7.00pm ON TUESDAY 8 SEPTEMBER 2020 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

**PLEASE NOTE**

**Owing to the current Covid-19 situation this meeting will be held ‘virtually’ complying with relevant guidance. Questions from members of the public on items on the agenda should be submitted by email to the Clerk no later than 5pm on Monday 7 September 2020. To view the meeting please email the Parish Clerk at** [**clerk@walberton-pc.gov.uk**](mailto:clerk@walberton-pc.gov.uk) **to receive instructions.**

Signed: Date: 2 September 2020

Peppler – Clerk

**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:

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**

To confirm the minutes of the Full Parish Council Meeting of the Parish Council of 14 July 2020 and the Extraordinary Full Parish Council meeting of 4 August 2020.

**4.** **Councillor vacancy**

1. To accept the resignation of Cllr Porter from the Parish Council and note that the vacancy is currently advertised. If it is not to be contested by by-election, then the Council will fill the vacancy by co-option. The closing date applications is 18 September 2020.

2. To select a candidate for co-option on to the Council for the vacancy created by the resignation of Cllr Stevens.

3. To agree that the successful candidate signs the relevant papers when possible and joins the meeting with immediate effect.

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

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

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

To consider questions from members of the public on items on the agenda.

**8. Coronavirus update**

To receive a report. Cllr Mrs Clark

**9. Planning Committee**

1. To receive the minutes of Planning Committee meetings of 28 July 2020 and draft minutes of 1 September 2020 (previously circulated) and to note the date of the next meeting on 13 October 2020.

2. Councillor questions.

**10. Land west of Tye Lane**

1. To receive a presentation from Henry Adams on behalf of Barratt David Wilson Homes.

2. Councillors questions

**11. General Purposes Committee**

1. To receive the draft minutes of the General Purposes Committee of 4 August 2020 (previously circulated) and to note the date of the next meeting on 29 September 2020.

2. Councillor questions.

**12. Finance & Legal Committee**

1. To receive an update from the Chair of the Finance & Legal Committee and to note the date of the next meeting on 20 October 2020.

2. To agree application form and dates for Sec 137 Grant Awards 2020.

3. To consider transferring monies from the Council’s current bank account to its Public Sector Deposit Fund.

4. Councillor questions.

**13. Policies**

To consider adoption of the following revised policies as recommended by the Financial & Legal Committee:

* Equal Opportunities Policy
* Risk management Scheme
* Grant Awards Policy

**14. Climate change**

To receive a report

**15. To receive additional reports**

1. Walberton Task Force Mr Peter Brown / Cllr Rogers

2. Village Hall Cllr Mrs Shackleton

3. Community Play Centre Cllr Rogers

4. Allotments Cllr Rogers

5. Walberton & Binsted CofE School Cllr Mrs Shackleton

5. Police Liaison Clerk

7. Neighbourhood Plan                                                                                      Cllr Ratcliffe

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

9. WalBinFont Cllr Mrs Shackleton

**16. Town and Parish Council Proforma** Cllr Mrs Clark

**17. Village Pond** Cllr Mrs Clark

To consider remedial works

**18. Staff matters**

To resolve to increase the Clerk’s salary in line with the Local Government Services new pay scales for 2020-21 with effect from 1 April 2020.

**19. Correspondence received**

1. Letter from Henry Adams on behalf of Barratt David Wilson Homes.

2. Several emails from residents concerning the land west of Tye Lane~~.~~

**20. To approve quotes and payments**

**21. Any other business**

**22. Date of next meeting**

To confirm the date of the next meeting as 7.00pm Tuesday 1 December 2020. The following meetings will be on 2 February and 6 April 2021.