



Walberton Parish Council
Including Fontwell and Binstead

Parish Council Office, The Pavilion, The Street, Walberton, Arundel,
West Sussex, BN18 0PJ

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Walberton Parish Council – Extraordinary Full Council Meeting
Tuesday 8th October 2026, 7:00pm at The Pavilion, The Street, Walberton, BN18 0PJ

MINUTES

1. Record of attendance and apologies
FC/269/26

Present: Cllr Toby Hewson, Cllr Diane Evans, Cllr Felix Kress von Wendland, Cllr Sue Wallsgrove (ADC/WSCC) and Cllr Mel Penycate (ADC), James Roberts (Clerk to Barnham & Eastergate Parish Council – present for the purpose of minute taking in the absence of the Clerk to Walberton Parish Council).

Apologies: Apologies were received from Cllr Douglas McElvogue.

Not present: Cllr Andrew Titmus.

5 members of the public were present.

It was **resolved** that in the absence of the Chair, Cllr Felix Kress von Wendland would Chair the meeting.

2. Declarations of interest
FC/270/26

None declared.

3. To consider candidates for co-option to the Council
FC/271/26

The Council considered three applications received for co-option to the Council. Following introductions by the applicants and consideration by Councillors, it was unanimously **resolved** that Mel Penycate, Sue Wallsgrove and David Claydon were accepted as members of the Council and would be co-opted at the next Full Council meeting, once required training and forms had been signed.

4. Any other urgent business

FC/274/26

4.1

Cllr Mel Penycate advised the next email newsletter was due to be sent out soon and she would share content for this with Cllr Felix Kress von Wendland.

4.2

Cllr Sue Wallsgrove advised she had received concerns from residents living on the Fontwell Meadows development off of Fontwell Avenue. She reported that the concerns mainly relate to a paddock field within the development, which she believed the Council had recently taken possession of. She advised concerns related to the paddock not being double gated and no stock fencing in place. In addition, Cllr Wallsgrove also advised she had been made aware of a dog trainer using the field. Cllr Felix Kress von Wendland advised this will be investigated further by the Council.

4.3

A member of the public asked a question about the lack of attendance of Parish Councillors at Full Council meetings. Cllr Felix Kress von Wendland advised that due to work and personal commitments, attendance at every meeting is not always possible by Councillors.

5. Exclusion of the Press and Public

FC/272/26

The Council **resolved** that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting due to the confidential nature of the business to be transacted relating to Staffing Matters.

The members of public present left the meeting.

Part II

6. To agree the contract for the Clerk (Staffing Matters)

FC/273/26

The Council considered the Contract of Employment for the vacant Clerk role.

The meeting closed at 19:53hrs.

Signed by: _____

Date: _____

Chair of Walberton Parish Council