**WALBERTON PARISH COUNCIL**
**INCLUDING FONTWELL AND BINSTED**

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**DRAFT MINUTES OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD IN THE PAVILLION AT 5 pm ON FRIDAY 06 NOVEMBER 2026 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

1. **Record of attendance and apologies**
   **FC/298/26**
   - ⇨ **Vote on minute taker:** Cllr McElvogue voted as minute taker.
   - ⇨ **Record of attendance:** Sue Walsgrave, Toby Hewson, Mel Penycate, Felix Kress Von Wendland
   - ⇨ **Apologies:** David Claydon, Diane Evans
   - ⇨ **Not present:** Andrew Titmus

2. **Declarations of interest in items on the agenda**
   **FC/299/26**
   Cllr McElovgue declared a personal interest in item 4 of the agenda

3. **Elect Vice Chair**
   **FC/299/26**
   Cllr Von Wendland was proposed by Cllr McElvogue and Seconded by Cllr Hewson. All voted to accept Cllr Von Wendland as vice Chair.

4. **Consider Interim Clerk support**
   **FC/300/26**
   Proposed to ask Barnham and Eastergate Clerk to continue to support council meetings and to be renumerated at the agreed rate.
   Agreed not to advertise for a temporary clerk as Clerk position has already been advertised.
   Considered and resolved to put Bookkeeper on contract
   Cllr McElvogue left the meeting at 17:48
   To consider the Project Manager (PM) for additional support. Resolved Cllr Von Wendlan to manage PM additional requirements at reduced rate.
   Cllr McElvogue returned to meeting at 17:58

5. **Elect HR committee for Clerk recruitment.**
   **FC/301/26**
   Elected HR committee to consist of Cllr Evans, Cllr Von Wendland, Cllr Hewson, and Cllr Penycate

**6. Any other urgent business**

**FC/302/26**

a. Vote councillors to Committees
- Planning, all councillors except Cllr Walsgrave
- School Cllr Evans, Cllr Penycate
- Village hall Cllr Hewson
- Communication committee – Cllr Penycate
- Finance and Legal – Cllr McElvogue, Cllr von Wendland, Cllr Hewson, Cllr Titmus and Cllr Walsgrove
- General Purposes – resolved to rename it Environmental committee for the consideration of keeping our community safe and clean.
- Community resilience – Cllr Evans and Cllr McElvogue

b. To consider request from Community Play centre for a pergola and laying new artificial grass. Resolved to ask for evidence of conformity to required regulations, environmental accreditations of materials used and flooding/water drainage. Also to have a legal agreement considering reinstatement at council's request.

c. Bellway at Land South of Wandleys Lane – resolved to ask for details of design to include materials to be used and also drainage, TPO's and Doormouse mitigations.

**Meeting finished 1900**

Signed: …… Date: …… 2026