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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](mailto:clerk@walberton-pc.gov.uk)  [www.walberton-pc.gov.uk](http://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 1 DECEMBER 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 30 November 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: 26 November 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 8 September 2020, and the Extraordinary Full Council Meeting minutes of 29 September and 13 October 2020.

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

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

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

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

**7. Coronavirus update**

To receive a report. Cllr Mrs Clark

**8. Planning Committee**

1. To receive the minutes of Planning Committee meetings of 13 and 27 October and draft minutes of 24 November 2020 (previously circulated) and to note the date of the next meeting on 15 December 2020.

2. Councillor questions.

**9. General Purposes Committee**

1. To receive the minutes of the General Purposes Committee of 29 September 2020 and the draft minutes of the meeting of 10 November 2020 (previously circulated), and to note the date of the next meeting on 26 January 2021.

2. Councillor questions.

**10. Finance & Legal Committee**

1. To receive the minutes of the of the Finance & Legal Committee of 20 October 2020 and to note the date of the next meeting on 12 January 2021.

2. To note that ADC require the Council’s precept requirement for 2021/22 by 7 February 2021.

3. To note the transfer of £40,000 from the Council’s current bank account to its Public Sector Deposit Fund on 9 September 2020 as per meeting minute 289/20.

4. To note the transfer of £5000.00 from General Reserves to POP Reserves and to consider the transfer of a further £10,000 from General Reserves to POP Reserves as per meeting minute 370/20.

5. Councillor questions.

**11. Sec 137 Grant Awards 2020.**

To consider applications for grant awards.

**12. Policies**

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

* Financial Regulations
* Standing Orders
* Complaints Policy

**13. Business activity**

To consider business activity as per the business activity sheet.

**14. Climate change**

1.To receive a report (item held over from last meeting).

2. To note the launch of the West Sussex Climate Conversation running until 6 December 2020.

**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 receive a report (item held over from last meeting).

**18. IT**

To consider moving from SharePoint to Teams.

**19. A 27 Arundel Bypass**

1. To agree actions.

2. To note call with HE on 4 December and agree questions.

**20. Fontwell land transfer – Fontwell Meadows**

To resolve to nominate signatories for the transfer deed document that transfers the legal title in the property from the Transferor; Fontwell Estates Limited (‘FEL’) to the Transferee: Walberton Parish Council (‘WPC’).

**21. Staff matters**

**22. Correspondence received**

To note variouscorrespondence relating to the A27 Grey route.

**23. To approve quotes and payments**

1. To consider an estimate from MJ Kennett for works to alleviate flooding on path beside the Village Hall.

2. To consider quotes from Perfect Petals for pond maintenance 2021 and pruning of hawthorn tree.

2. To consider a payment list presented by the Clerk.

**24. Any other business**

**25. Date of next meeting**

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