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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) |

**DRAFT – NOT YET CONFIRMED**

**MINUTES OF THE MEETING OF THE WALBERTON PARISH COUNCIL HELD IN THE PAVILION AT 6.30pm ON TUESDAY 15 JANUARY 2019.**

**20/19 Record of attendance and apologies**

In attendance: Cllrs Mrs Clark (Chair), Mrs Lewis, Ratcliffe, Rogers.

A Peppler – Clerk.

Apologies: Cllr Mrs English.

**21/19 Declaration of interests in items on the agenda**

None.

**22/19 Confirmation of Minutes**

The minutes of the Full Parish Council meeting of 13 November 2018 were confirmed as a true record of the business transacted.

**23/19** **To receive a report from West Sussex County Council**

Apologies were received from Cllr Whittington. No report received.

**24/19**  **To receive a report from Arun District Council**

Cllr Dingemans reported that the ADC budget process is under way. WSCC is looking to reduce its grants to charities by 50% now and totally next year. ADC is aiming to put another £650K into tackling homelessness.

ADC is looking to introduce Community Infrastructure Levy.

WSCC does not want to change Joint Area Committees until later in the year. ADC still intends to introduce the Joint Downland Area Committee after the May election.

Annual Dark Night Skies fortnight starts on 16 February with an event at Midhurst Academy.

**25/19 Public questions**

There were no members of the public present.

**26/19 Planning**

1. Cllr Mrs Lewis commended the draft minutes of the Planning Committee meeting of 18 December 2018 (previously circulated) and updated the meeting on a number of planning issues. The scheduled dates of the next meetings were noted.
2. Cllr Rogers updated on traffic calming meetings with Boxgrove Parish Council.
3. There were no councillor questions.

**27/19 General Purposes**

1. Cllr Mrs Clark commended the draft minutes of the General Purposes Committee meeting of 11 December 2018 (previously circulated) and reported on the good report received from the Environmental Consultant. The second map chest had been sold. The scheduled dates of the next meetings were noted.

2. There were no councillor questions.

**28/19 Finance & Legal**

1. Cllr Rogers commended the draft minutes of the Finance & Legal Committee meeting of 8 January 2019 (previously circulated), and to note the next meeting is scheduled for 21 January 2019. The council is on target with regards to the budget. A proposal for next year’s budget has been circulated and there is a meeting on 21 January 2019 to finalise it. A draft Reserves Policy is nearing completion.

2. Options for investment opportunities were discussed which the Clerk will follow up.

3. Applications for Sec 137 grant awards as recommended by the Finance & Legal Committee were considered.

Resolved: To approve twelve Sec 137 grant awards as recommended by the Finance & Legal Committee.

4. There were no councillor questions.

**29/19 Reports from other organisations.**

1. Walberton Task Force

Cllr Rogers had nothing to report

2. Village Hall

On behalf of Sue Cox the Clerk reported that bookings at the hall are looking healthy and several events are due to be held. The focus is continued fund raising to improve and upgrade the acoustics and sound system. There is a quiz night on 28 March and Open Gardens Day on 23 June.

3. Community Play Centre

Cllr Rogers had nothing to report.

4. Allotments

Cllr Rogers reported that the AGM will be held in early March.

5. Police Liaison

On behalf of Cllr Mrs English the Clerk reported that DM Chainsaws had been broken into.

6. Parish News

Cllr Mrs Lewis asked for items for the next issue by 17 January.

**30/19 Budget review**

1. The meeting reviewed the latest budget situation and noted that things are satisfactory.

2. The meeting agreed a date to consider a proposal for the 2019 / 2020 precept as recommended by the Finance & Legal Committee.

Resolved: To have an Extraordinary Full Council meeting to agree the budget and precept for 2019/20 at 6.15pm on Tuesday 29 January 2019.

**31/19 Policies & procedures**

The meeting considered anInformation Security Incident Policy as recommended by the Financial & Legal Committee:

Resolved: To adopt the recommended Information Security Incident Policy.

**32/19 Councillor elections May 2019**

The meeting discussed the forthcoming ADC elections in May. The names of the candidates standing should.be known three weeks beforehand. The Clerk is asked to invite Arun District candidates to address the Parish Council on 12 March 2019.

**33/19 Community Play Centre**

The proposed new building was discussed. Cllr Mrs Clark showed a plan which defines the CPC boundary. It was suggested that the existing play area becomes the new building and that the land at the side is extended for a play area retaining the existing oak tree. An extended lease would be required. The Clerk is asked to approach CPC with this suggestion.

**34/19 Pavilion refurbishment**

1. Cllr Mrs Clark updated the meeting with progress. The colours for the new curtains had been agreed. The Clerk reported that the table trolley had not met expectations and had been put into storage

2. A painting day had been arranged for Saturday 9 February. The Clerk was asked to seek volunteers from Pavilion users.

**35/19 Cricket Club anniversary**

The Cricket Club’s anniversary game against MCC on 30 June 2019 was noted.

**36/19 JWAAC**

Cllr Mrs Clark had nothing to report other than the next meeting is on 7 February 2019.

**37/19 A27 Arundel By-pass**

Cllr Mrs Lewis referred to meeting with Highways England on Monday 21 January when two representatives would be attending. There is an Elected Representatives meeting on 26 February. She drew attention to a WSCC webcast which requires consideration. To be referred to Planning Committee.

**38/19 Neighbourhood Plan**

Cllr Mrs Clark updated the meeting. Training on SharePoint was agreed for 10am on Monday 28 January.

**39/19 Community Resilience including flood management**

The Clerk had nothing to report and had asked for volunteers through the Parish News.

**40/19 Social media**

1. Website

Cllr Mrs Clark has agreed further training with eMango at 10am on Monday 11 March 2019.

2. Facebook and Twitter

Cllr Mrs Lewis reported that both are well used. Cllr Mrs Clark provided some usage data.

3. Nextdoor Walberton

Cllr Mrs Clark gave an overview of the site, which is a local information exchange site that WPC might find useful. Cllr Mrs Lewis will look into this.

**41/19 Future meeting times**

To be deferred to the agenda of the first Full Council meeting after the May elections.

**42/19 Correspondence**

Correspondence was received from Peter Rolt, Walberton Place Care Home, offering the services of staff in any local projects during February.

**43/19 Quotes and Payments**

1. Quotes

The meeting considered a quote from Direct Fabrics to supply and fit new curtains for the Pavilion of £2364.20 (£1970.19 net of VAT). Resolved: To accept the quote.

2. Payments

None.

**44/19 Any other business**

The meeting discussed the format of the Annual Parish meeting on 21 May 2019 and agreed that the format should be the same as last year.

**45/19 Date of next meetings**

To confirm the next meeting as 12 March 2019 and the following meetings as 14 May 2019 (Annual Parish Council meeting). The date of the next Annual Meeting of the Parish is 21 May 2019. There will be an extraordinary meeting at 6.15pm on Tuesday 29 January 2019 to consider the proposed budget and set the precept for the next financial year.

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

Chair