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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 11 September 2018.**

**466/18 Record of attendance and apologies**

In attendance: Cllrs Mrs Clark (Chair), Moores, Mrs Lewis, Mrs English, Ratcliffe

Apologies: Cllr Rogers and A. Peppler - Clerk

**467/18 Declaration of interest in items on the agenda**

None.

**468/18 Confirmation of minutes**

The minutes of the Full Parish Council Meeting of 17 July 2018 were confirmed as being a true record of the business transacted.

**469/18 Councillor resignation**

The resignation of Vice Chairman Cllr Camerer Cuss was noted.

**470/18 Election of Vice Chairman**

Cllr Ratcliffe was proposed by Cllr Mrs Lewis and seconded by Cllr Moores. Cllr Ratcliffe accepted the appointment.

Resolved: Cllr Ratcliffe appointed as Vice Chairman for the year 2018/19 until May elections.

**471/18 Councillor vacancies**

Cllr Mrs Lewis to advertise in the Parish News again.

**472/18 To receive a report from West Sussex County Council**

Cllr Whittington had nothing to report. A request was made to Cllr Whittington for a safety mirror for the cycle path. It was suggested that WPC ask Ben Whiffin from WSCC and copy to Cllr Whittington. WPC gave an update on comments to WSCC with regards to the request by a resident for a bridleway.

**473/18 To receive a report from Arun District Council**

Cllr Dingemans reported that there will be a Full Council meeting on the 12th September where the 17/18 Out Turn show Arun to be financially sound with a General Fund Balance of £9.34m and earmarked reserves of around £13m. There is a petition with 2479 signatures from the BR Civic Society for a full-size permanent ice rink in Bognor Regis. Barnham and Eastergate Parish Councils will merge with 13 councillors from 1/12/18. The Joint Downland Area Committee is to be restored by the end of this year or at the latest by early 2019.

Cllr Dingemans also reported that the SDNP is reviewing the Partnership Management Plan with a meeting of partners on the 25th September and other dates up to Spring 2019. The NP is offering articles on this review for Parish Magazines with the following covered: Access, Cultural Heritage, Landscape and Biodiversity, Water, Chalk, woods and heath, dark night skies and green infrastructure, learning and outreach and finally sustainable

tourism. SDNPA staff, volunteers and members are taking part in a litter picking exercise covering the whole South Downs Way. If it’s successful it will be opened to the public next year.

**474/18 Public questions**

Mr Peter Brown asked about Public Rights of Way and if it is possible to get a holistic approach between ADC and WSCC, he offered his assistance in this.

**475/18 Planning**

1. Cllr Mrs Lewis commended the minutes of the Planning Committee meeting of 24 Jul 2018 and it was noted that the meeting of 14 August was cancelled owing to not being quorate. The date of the next meetings are 25th September and 16th October 2018. Cllr Mrs Lewis reported on the creation of sub-committees for the A27 and Welbeck Appeal. A future meeting with Linden Homes is planned and a letter to Southern Water will be sent concerning the foul drainage issue.

2. There were no councillor questions.

**476/18 General Purposes**

1. Cllr Mrs Clark commended the minutes of the General Purposes Committee of 8th August 2018 (previously circulated) and to note that the next meetings are scheduled for 9th October and 11th December 2018. Cllr Mrs Clark reported on the details of the continued Pavilion refurbishment including notice boards, loft, floor and chairs. The Orchard on the Green has been cut back and the Oak lopped.

2. The sale of the map chests was proposed as one is ready. A similar one has been found on eBay for £200-300. The second is being updated. It was decided to sell them but to look at Facebook Marketplace and gumtree as well as eBay.

3. There were no councillor questions.

**477/18 Finance & Legal**

1. Cllr Mrs Clark reported that all is on track with a good income from the Pavilion.

2. A proposal was made to set up online banking with Nat West Bank with all payments out to be verified by 2 signatories and an indemnity letter

Resolved: The council authorises an application for the parish clerk to be an authorised user of Nat West online banking facility

3. There were no councillor questions.

**478/18 Reports from other organisations**

1. Walberton Task Force

Mr Peter Brown reported that although there aren’t many people they are working hard. A few thousand daffodil bulbs are to be planted by Richard Stillwell around the Jubilee Orchard.

2. Village Hall

No report

3. Community Play Centre

Cllr Moores reported on an email received from the CPC about emergency contingency plans. They have requested to know the Parish Office Wi-Fi code in case of an emergency.

4. Allotments

No report.

5. Police liaison

Cllr Mrs English reported that there was nothing to report in Walberton Parish. However, a child predator had been reported in Westergate and 2 cars had been broken into in Slindon recently.

6. Parish News

Cllr Mrs Lewis requested that any relevant information be passed on by councillors.

**479/18 Data protection**

Cllr Mrs Clark reported that the Clerk has registered WPC with the Data Protection Regulator

**480/18 JWAAC**

To note that this will change back to JDAC in the spring of 2019. The next meeting is 31st October.

**481/18 A27 Arundel By-pass**

1. Cllr Mrs Clark reported on 2 invitations from Highways England to attend 2 meetings, Tues 9th October and 16th October. Representatives for the working group‘s initial 16th October and subsequent meetings were suggested as Cllrs Mrs Lewis and Cllr Rogers. Their availability to be confirmed. The 9th October full day proposed attendee Cllr Ratcliffe. Cllr Mrs Lewis reported that WPC have received answers from Highways England to their questions concerning the consultation but that as the response was still being worked on. The Neighbourhood Plan Steering Group had recommended that WPC engage in parallel talks with HE; one to continue objection to Option 5a and another to discuss the design of the western junction. Cllr Mrs Lewis explained her reservations to this pro-active response and it was decided that if and when HE come up with design details we will comment but we won’t take a pro-active approach. Cllr Mrs Clark will write to HE accepting invites to the 2 meetings, without prejudice, and report that we are working on our response to the questions. A sub-committee will be created to deal with A27 matters. A letter is to be written to the Secretary of State about the Adequacy of the Consultation.

2. Consideration was given to a recommendation from the Planning Committee on the method to provide financial support to the A27 Arundel Bypass Judicial Review Project.

Resolved: The Council supports an ‘A27 Bypass Project’ by contributing to paying legal fees on receipt of an invoice from solicitors or other recognised legal team addressed to WPC. An initial sum of £5000 and a further £5000 as and when required.

**482/18 Neighbourhood Plan**

Cllr Mrs Clark reported that there was a meeting on the 4th September. Cllr Ratcliffe joined the team and Dr Mike Davies attended as a guest. The DPD methodology report was agreed with tweaks suggested and WPC subsequently approved. Work is being undertaken on Assets of Community Value. There is a Parish Clerk’s meeting at Arun, Cllr Mrs Clark, Cllr Ratcliffe and Mr Peter Youatt are to attend and the clerk is also invited. A letter to the Secretary of State regarding consultation failings was suggested. Cllr Rogers suggested a without prejudice discussion with Highways England concerning the design.

**483/18 Community Resilience including flood management**

Cllr Mrs Clark reported that the majority of items have been taken to Yapton Village Hall for storage with essential items being kept in the pavilion changing rooms. Cllr Mrs Lewis to write in the Parish News and ask for a volunteer to take on the co-ordinating role.

**484/18 Post Office**

Cllr Mrs Clark reported that the Outreach Service is very well used but there are ongoing problems with the telephone lines. Once this is rectified the post mistress is hoping to change the times to 9am-12pm.

**485/18 Parish website**

Cllr Mrs Clark reported that there were 222 visits in August (data from Google Analytics). The email Mailchimp service is working well. The recent A27 email had an 83% open rate which is very high.

**486/18 WalBinFont**

Cllr Mrs Lewis reported that despite the bad weather over £6000 was raised from the weekend going towards the POP fund and Just Different. If there is to be a music night in 2019 more volunteers are needed. Cllr Mrs Lewis will ask for volunteers in the Parish News.

**487/18 Firework Night**

Cllr Mrs Clark said that she won’t be able to do the bar this year and asked for volunteers. None came forward.

The Parish Council agreed that the Village Hall was permitted to use WPC re payments for VAT.

**488/18 Correspondence**

Correspondence from Barlow Robbins was received regarding outstanding professional charges relating to work undertaken in March 2018 – details previously circulated . Council voted not to pay the additional costs as it was deemed we had already paid an invoice which was understood to have covered this work. Clerk to send a letter explaining the situation.

Just Different wrote a letter of thanks for the donation from Walbinfont.

Walberton Place Nursing Home have requested to meet with the PC. To be added to the Full Council agenda for the 13 November.

**489/18 Quotes and payments**

None

**490/18 Any other business**

None

**491/18 Date of next meeting**

The date of the next meeting was confirmed as 13 November 2018 and the following meetings as 15 January 2019, 12 March 2019, and 14 May 2019 (Annual Parish Council meeting). The date of the next Annual Meeting of the Parish is 21 May 2019. Cllr Dingemans confirmed that he would be standing down at the elections in May 2019, Cllr Mrs Clark thanked Cllr Dingemans for his support and hard work. Robert Grant from Lyminster is to take his place and Robert Wheal and Paul Dendle will continue to stand.

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

Chair