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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 A MEETING OF THE PARISH COUNCIL WHICH WILL BE HELD IN THE PAVILION 6.30pm ON TUESDAY 13 NOVEMBER 2018 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT IN THE AGENDA BELOW.**

Signed: Date: 6 November 2018

A. Peppler – Clerk

**AGENDA**

**1. Record of attendance and apologies**

**2. Declaration of interests 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 11 September 2018.

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

**5. To receive a report from Arun District Council** Cllr Dingemans

**6. Public questions**

To consider questions from members of the public on items on the agenda (max 15 minutes).

**7. Walberton Place Nursing Home**

To receive a report. Mr Peter Rolt

**8. Planning**

1. To receive the minutes of the Planning Committee meeting of 25 September 2018 and the draft minutes of the meeting on 6 November 2018 (previously circulated). To note the next meetings are scheduled for 29 January and 5 March 2018.

2. Councillors questions.

**9. General Purposes**

1. To receive the draft minutes of the General Purposes Committee meeting of 9 October 2018 (previously circulated), and note the next meetings are scheduled for 11 December 2018 and 12 February 2019.

2. Councillors questions.

**10. Finance & Legal**

1. To receive the draft minutes of the Finance & Legal Committee meeting of 8 October 2018 (previously circulated), and to note the next meeting is scheduled for 8 January 2019.

2. To note necessity to inform ADC of precept requirement for 2019/20 no later than 8 February 2019.

3. To agree an extraordinary meeting date to approve the precept.

4. Councillors questions.

**11. Reports from other organisations.**

1. Walberton Task Force Mr Peter Brown / Cllr Rogers

2. Village Hall (Pre-school open space)

3. Community Play Centre Cllr Moores

4. Allotments Cllr Rogers

5. Police Liaison Cllr Mrs English

6. Parish News Cllr Mrs Lewis

**12. Policies & procedures**

1. To consider approval of the following policies and procedures as recommended by the Financial & Legal Committee:

1. Complaints

2. Equal Opportunities

3. Grant Awards

4. Risk Management

5. Training & Development.

6. Financial Regulations

2. To consider a draft Privacy Policy as prepared by the Clerk.

**13. Councillor elections May 2019**

**14. Councillor co-option**

To consider any councillor co-opting applications.

**15. Community Play Centre**

To consider proposal for addition wooden building.

**16. Pavilion refurbishment**

To consider approval of purchase for new chairs and a table trolley. Cllr Mrs Clark

**17. Parish events**

1. Suspend bylaw re parking on playing field on Open Gardens Day 23 June 2019.

2. Firework night 4 Nov 2018.

**18. ADALC**

Update on meeting 19 September 2018. Cllr Ratcliffe

**19. JWAAC**

To receive a report. Cllr Mrs Clark

**20. A27 Arundel By-pass**

To receive a report. Cllr Mrs Lewis

**21. Neighbourhood Plan**

To receive a report Mr Peter Youatt (NP vice chairman)

**22. Community Resilience including flood management** To receive a report. Clerk

**23. Post Office**

To receive an update Cllr Mrs Clark

**24. Parish website**

To receive an update. Cllr Mrs Clark

**25.** **WalBinFont**

To consider either a music night or a Fontwell day.

**26. Correspondence received**

**27. Quotes and Payments**

**28. Any other business**

**29. Date of next meetings**

To confirm the next meeting as 15 January 2019 and the following meetings 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.