

**MINUTES OF A MEETING OF THE GENERAL PURPOSES  
COMMITTEE OF WALBERTON PARISH COUNCIL HELD ON TUESDAY 6  
DECEMBER 2016 AT 6.30 PM.**

**In attendance:** Cllrs Mrs Clark (Chair), Rogers, Mrs Wallsgrove, Moores, Strickland, Mrs Parsons, Mitchell, Ms English.  
Andy Pepler – Acting clerk.

**487/16 Apologies for absence**  
None.

**488/16 Declarations of interest in items on the agenda**  
None.

**489/16 Confirmation of minutes**  
The minutes of the General Purposes Committee meeting of 10 October 2016 were confirmed and duly signed by the Chair as being a true record.

**490/16 Matters arising**  
1. Cllr Mrs Clark reported that the disabled ramps have been completed and that the PC wreath had been laid at the Royal British Legion remembrance service in St Mary's Walberton  
2. Cllr Mrs Wallsgrove reported that buses from Seaford College are still parking on the speed hump in Fontwell village causing a danger to traffic. To be followed up by clerk.

**491/16 Sussex Police**  
1. To consider the latest crime reports  
Cllr Mrs English had nothing the report. The clerk reported that a male person had been arrested in connection with the recent attempted burglary at premises in The Street.  
2. To receive an update on Community Speedwatch  
Cllr Strickland had nothing to report. Owing to the lack of daylight hours during the winter, Community Speedwatch will resume in March 2017.

**492/16 Pavilion Maintenance**  
1. To consider the quotations to replace the remaining windows and doors  
Cllr Mrs Clark reported that two quotes had been received; Outside Interests for £5273 and Wizard Windows for £5195. Nothing had been received from Rustington Windows. Cllr Strickland agreed to follow this up.  
2. Key policy and insurance  
Cllr Mrs Clark reported that there is no policy regarding keys to the pavilion. The clerk reported that he didn't know who had what keys and recommended that there be an audit. He agreed to do this and prepare a policy for approval. That Zurich Insurance do not need to be advised until all double glazing had been installed was noted.

3. Grant requests to include double glazing, insulation etc.  
 Cllr Strickland had received estimates from Steve Napier-Raikes, who proposes 200mm of roof insulation and 62mm of thermal boarding for the walls. It is estimated that the work will cost between £7500 - £8000. This does not include electrical work. Once completed, the pavilion will be ready for decoration. No recommendation had been made to replace the flooring.  
 Cllr Strickland will continue to coordinate quotes, and agreed to prepare a report on itemised quotes for building for grant purposes, which can then be prioritised for action in April 2017, subject to funds being granted.  
 Cllr Mrs Parsons agreed to seek views on updating the changing rooms and will report back.
4. To consider works required including drain pipe, smoke alarms  
 Terry Aldridge to be asked to repair the damaged drain pipe by the back door – Clerk.  
 The clerk to check the smoke alarms.
5. Asbestos report  
 There is no report in existence. Cllr Moores agreed to find someone to conduct a check.
6. Added item – Pavilion hire charges  
 Cllr Strickland outlined the current situation and reported that users generally agree that the costs to them is low. With every use there is a cost to the council in heating / electric. He recommended that pricing be reviewed and hourly, half day and full day rates be agreed, giving discounts to charities and community users. Any increases would take effect from 1/4/2017.  
 Cllr Mitchell agreed to enquire with the village hall as to their pricing for comparison purposes.  
 Cllr Mrs Wallsgrove agreed to enquire with others about playing field pricing for football and cricket.

**493/16**

**Walberton Task Force**

Cllr Rogers had nothing to report since the Full Council meeting of 29 November 2017.

**494/16**

**Fontwell phone box / defibrillator**

1. Completed work noted.
2. Cllr Mrs Wallsgrove reported that checks had been done when the temperature was below 0 deg and that everything was in order. Such checks would continue thanks to Mr Dan Moles (paramedic).
3. Cllr Mrs Wallsgrove reported that the defibrillator training sessions had been well received and that arrangements would be made for more. Cllr Strickland suggested that an item be put in the Parish News offering to loan the equipment for training purposes.

**495/16**

**Community Resilience**

Cllr Mitchell reported that a questionnaire would be prepared in January 2017 regarding assistance with community emergency plans.

**496/16**

**Playing field / car park**

1. To consider repairs to the wall

Cllr Mrs Clark reported that the leylandii tree had been removed and that the wall needs repairing. Three quotes are to be sought for consideration – Cllr Mrs Wallsgrove

2. To consider emergency access layout  
**Resolved** – a new sign to be purchased – Cllr Mrs Clark. Cllr Mrs Wallsgrove to contact WSCC Highways regarding having yellow hatch markings.
3. To receive update on croquet lawn  
Cllr Mrs Wallsgrove to follow up.
4. Other issues  
Cllr Mrs Clark reported that Peter Edwards of Barnham Trojans had submitted a grant application for new goal posts. Cllr Mrs Wallsgrove agreed to meet with him to discuss equipment stored at the pavilion.

**497/16**

#### **Play area**

1. To note November's inspection report.  
Noted. Some splintering of the wood in the fencing had been noticed. To be brought to the attention of Terry Aldridge to repair - Clerk
2. New seat and rubbish bin.  
Photos previously circulated. It was agreed that Terry Aldridge had done an excellent job and that a letter of thanks should be sent by the Clerk.
3. Other issues.  
Cllr Mitchell reported a problem with moles.

**498/16**

#### **Village pond / green**

1. To receive an update on refurbishment of old bench at the Community Orchard.  
Cllr Mrs Wallsgrove reported that the bench had not yet been repaired.
2. To consider requesting Terry Aldridge to quote for fence posts and rails around the green.  
Approved - Clerk
3. Community Orchard.  
Advice to be sought from John Bentley on native hedging – Cllr Mrs Wallsgrove
4. To receive an update on the oak tree.  
Cllr Mrs Wallsgrove reported that nothing had been heard from Batchelor Monkhouse and that she would follow up.

**499/16**

#### **Bus shelter**

To review the state of the shelter next to Barrack Row and rubbish in old phone box.

Cllr Mrs Clark will send photos of the shelter to WSCC and enquire as to who owns the old phone box site.

The clerk reported that a resident had written in complaining about the state of the phone box and that a holding response had been sent. Letter to be circulated to the committee - Clerk

**500/16**

#### **Allotments**

Cllr Rogers has nothing to report further since the Full Council meeting of 29 November 2016. A request will be made for Mick Kennedy to re-quote as vegetation had significantly grown. The allotment lease is due for renewal in January 2017, which Cllrs Roger and Mrs Clark will follow up.

501/16

**Rights of way**

To consider any issues

Dog fouling – complaints about dog fouling on land that is not a council responsibility are to be referred to the land owner. It was recommended that an item be put in the Parish News reminding dog owners of their obligations.

502/16

**IT – website addresses**

**Resolved** - the several domain names previously purchased not to be renewed.

503/16

**Correspondence**

The clerk reported that the same resident who had complained about the state of the bus shelter had also complained about danger to horse riders, pedestrians and cyclists in Dukes Road, Fontwell, caused by poor road signage. A holding response had been sent and the complaint will be forwarded on to WSCC Highways - Clerk

504/16

**Other business**

1. Cllr Mrs Clark reported that a £200 donation had been received for the PoP fund.
2. It was suggested that a musical function for the community in the summer be considered. To be given further consideration. Cllr Mitchell to check Village Hall availability, Cllr Mrs Wallsgrove to check Nigel Smith.

505/16

**Date of next meeting**

Tuesday 17 January 2017 at 6.30pm in the pavilion.

Signed:.....

Chair

Date:.....