



WALBERTON PARISH COUNCIL INCLUDING FONTWELL AND BINSTED

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DRAFT – NOT YET CONFIRMED

MINUTES OF THE MEETING OF THE GENERAL PURPOSES COMMITTEE HELD IN THE PAVILION AT 6.00PM ON TUESDAY 24 APRIL 2018.

- 207/18 Record of attendance and apologies**
In attendance: Cllrs Mrs Clark (Chair), Mrs Lewis, Moores.
Apologies: Apologies were received from Cllrs Mrs English, Mitchell, Rogers.
- 208/18 Declaration of interest in items on the agenda**
Cllr Mrs Clark declared a personal interest in agenda item 21, in that work in relation to the Fontwell Noticeboard is being done by Goodwood Workshop, which is owned by her partner.
- 209/18 Confirmation of minutes**
The minutes of the General Purposes Committee meeting of 13 February 2018 were confirmed as a true record of the business transacted.
- 210/18 Public questions**
There was one member of the public present who asked a question relating to the proposed Pre-School garden area. Cllr Mrs Clark said that it will be discussed as on the agenda.
- 211/18 Update on actions agreed at last meeting**
The Clerk updated the meeting on actions agreed at the last meeting relating to Green Matters and the Village Pond & Green.
- 212/18 Sub Committee reports**
1. Green matters
1.1 Cllr Mrs Lewis updated the meeting on several points:
Car park vegetation - no quotes had yet been received in relation to the vegetation in the car park. Several problems had been discussed and it was not yet decided exactly what should be done.
Car park redesign – now that Wates are involved, things will move forward.
Manhole covers – some of the manhole covers on the playing field near the village hall are causing problems for grass cutting. Consideration is being given to building up the soil around them so that they are not proud.
Resignation – Cllr Mrs Lewis had tendered her resignation as chairman of the Green Committee. However, she is happy to continue to help where she can. The meeting extended its thanks to her for all her hard work.
1.2 There was no Tree Warden's report.

Cllr Mrs Lewis said that she had been unable to keep a meeting with Mark Wardle.
Cllr Mrs Clark reported on an ash tree on the grass outside Roseland near the village green which is in need of attention. She asked that John Bentley makes an assessment.
Cllr Mrs Clark reported that the horse chestnut sapling had at last been planted on the playing field by the eastern boundary hedge.

2. Walbinfont

July Community weekend - Cllr Mrs Lewis reported that a few meetings had been held and that things were going well. Good publicity is being put in place. Help is still needed with games, gifts, raffle prizes, and general assistance. Cllr Mrs Clark reported that a Temporary Entertainment Notice for entertainment and alcohol licence will be needed, which must be applied for by an individual. She is happy to do this, and it will refer to the playing field and Pavilion which are owned by WPC. She requested an item on the agenda for the next full PC meeting to relax the byelaw prohibiting vehicles on the playing field.

213/18

Pre-School garden area

Cllr Mrs Clark suggested that this item (agenda item 20) be discussed at this point as representatives from the Pre-School were present, which was agreed. She reported that the original request for a garden was approved by WPC on 21 May 2013. On the request for the garden to be extended behind the Village Hall, the Council was in favour in principle. The Village Hall Trustee Committee had recently voted in favour. The matter was put to the vote and carried unanimously. A formal letter will be prepared giving permission, which is on the proviso that the area is kept clean, tidy and attractive.

Resolved: To grant permission for the Pre-School to extend its garden behind and to the front of the Village Hall. The Pre-School is to liaise with the Village Hall manager on dates when to avoid work.

214/18

Walberton Task Force

No report

215/18

Community Resilience

The Clerk presented a report on behalf of Cllr Mitchell. There was an update on the Emergency Incident Room at Yapton, which would include storage of emergency equipment, whose clerk wished to know whether WPC would be prepared to pay £7.50 per month to fund it.

Resolved: To pay £7.50 per month to fund the Emergency Incident Room at Yapton.

There was an update on Op Watershed. Despite correspondence with Sue Furlong, no technical details have been received regarding the new wider ditch in Eastergate Lane. All is in place from the Parish Council to move the work forward and just the technical specification is awaited before taking it to the residents in Eastergate Lane as a potential solution before commissioning the work.

216/18

Sussex Police

1. Only one incident, an alleged assault on the playing field, was reported.
2. The SALC board members' biannual meeting with the Chief Constable on 11 May 2018 was noted. Cllr Mrs Clark asked if anyone had questions that might be asked and suggested why there is rarely a police presence seen in the village as being one.
3. Consideration was given to a Police Scam presentation in the Pavilion on 18 May 2018. The Clerk was asked to extend an invitation.

217/18

Pavilion maintenance

The Clerk reported that he hadn't heard anything further regarding the installation of the new heaters. He will follow this up.

Cllr Mrs Clark reported that the Lightsource funding will be received at the end of July. As this is earmarked for pavilion maintenance she asked for consideration of ideas what to spend the money on.

- 218/18 Post Office Outreach Service**
Cllr Mrs Clark reported on a meeting with the postmistress from Alford who has said that she is willing to provide a post office outreach service. It will be another five weeks for BT are able to put a phone line in to the Pavilion. The service will start at 10am before Coffee Stop and access will be through the side door, except for disabled customers who will use the front door.
- 219/18 Technology**
1. Website. Cllr Mrs Clark reported that the new website is due to 'go live' on this Friday (27 April). A half day's training needs to be organised for herself, the Clerk and Cllr Mrs Lewis. Times and dates for this was discussed.
2. Emails. JNR Computers are coming to the Pavilion on Thursday 26 April to set up councillors' new email addresses.
3. The Clerk reported on the acquisition of a new HP laptop, which is encrypted and secure. A discussion took place about the old Dell computer and old laptop. It was agreed that JNR would be asked to cleanse and dispose of the Dell, and cleanse and gift the old laptop to a charity.
- 220/18 Barnham Trojans goal store**
The Clerk reported that the new goal store has been constructed. The Clerk was asked to ask Barnham Trojans for a spare key and to enquire about the remaining goals in the yard behind the Pavilion.
- 221/18 Playing field / carpark**
1. Cllr Mrs Clark had previously reported on the planting of the horse chestnut tree.
2. The Clerk reported that he had canvassed views about additional disabled car parking spaces and that it was the consensus that two more are required.
- 222/18 Play area**
The Clerk reported that the latest inspection had not identified any issues not currently known. Playdale will be carrying out their annual inspection in June.
- 223/18 Signs**
Cllr Mrs Clark reported that the fingerpost at the bottom of Tye Lane had been reinstalled and that it looks very good. The grant funding towards the post was £960 and the actual cost was £1440 gross of VAT.
Cllr Mrs Clark reported on the missing sign opposite the car park entrance. It fell over in April last year and since disappeared. Enquiries with WSCC revealed that the sign had been lost and that a new one is on order.
- 224/18 Bus shelter A27 Havenwood.**
The Clerk reported that he had received an email and attached letter from Arun District Council requesting a bus shelter outside Havenwood Park on the A27 westbound carriageway. Also mentioned was the condition of the timber bus shelter roof on the eastbound carriageway. Records show that WPC own this bus shelter. He had visited the shelter and that the roof felt was badly deteriorated and needed repair.
Cllr Mrs Clark declared an interest in this matter.
It was agreed that the Clerk would ask Goodwood Workshop to give a quote to repair the bus shelter. The Clerk will also reply to the original informant. Cllr Mrs Clark said that there are insufficient funds to provide a new bus shelter on the westbound carriageway.
- 225/18 Allotments**
No report.
- 226/18 Village Hall**
The Clerk presented a report on behalf of Cllr Mitchell. The AGM is at 7pm on Thursday 3 May 2018 to which all Walberton Parish Councillors are invited. The new outside shed at the front of the hall has

been installed. The Quiz Night was a great success, with over 90 people in attendance. Electrical work has now been completed and fire safety equipment inspected.

227/18

Fontwell noticeboard

Cllr Mrs Clark reported that the new noticeboard in Fontwell has been installed and it looks very good. Two truck loads of tree cuttings were disposed of. The Clerk will send a letter of thanks to Goodwood Workshop who completed the work.

228/18

Rights of Way

1. No report.
2. A Summer Surface Vegetation Clearance Programme of Rights of Way received from WSCC was noted.

229/18

Quotes and payments

The meeting approved the payment of 8 cheques (411-413 and 415-419) as per a draft list prepared by the Clerk.

230/18

Correspondence

Cllr Mrs Clark asked the meeting to note the Internal Auditor's report. Owing to improvements on last year's submission, the auditor had spent less time on the audit, thereby making a saving on cost. The Clerk reported that he had received correspondence about an incident on the playing field when a member of the public was allegedly assaulted by one of the coaches of a local football team, to which he had replied.

231/18

Any other business

Cllr Mrs Clark referred to the forthcoming Annual Meeting of the Parish. Each committee does a short report, together with some pictures to display, and suggested that the same format is used this year. Then councillor sheet is to be updated and she requested items for the Chairman's report.

232/18

Date of next meeting

The date of the next meeting was confirmed as Tuesday 5 June 2018, with the following meeting on 7 August 2018.

Signed.....
Chair

Date.....