

**MINUTES OF THE MEETING OF WALBERTON PARISH COUNCIL HELD IN THE
PAVILION, WALBERTON, AT 6.30pm ON TUESDAY 24 JANUARY 2017.**

In attendance: Cllrs Mrs Clark (Chair), Strickland, Camerer Cuss, Mrs Parsons,
Mrs English, Mrs Wallsgrove.
Cllr Whittington – West Sussex County Council.
Andy Pepler – Acting Clerk.
3 members of the public.

- 36/17 Apologies**
Apologies were received from Cllrs Rogers, Moores, and Mitchell.
- 37/17 Declarations of interest in items on the agenda**
None.
- 38/17 Confirmation of the minutes**
The minutes of the Full Parish Council of 29 November 2016 were confirmed as being a true record.
- 39/17 Matters arising**
Cllr Mrs Clark reported that the estimate for the cost of the electricity for the defibrillator was less than £5.
Agreed: Cllr Mitchell, as the Village Hall representative, to ask the hall if they want payment for such a small sum.
- 40/17 To receive a report from West Sussex County Council**
WSCC Cllr Whittington reported that the last JDAC budget / grant meeting was held on Monday. The council's windows and doors application was supported by 3 of the 4 district councillors. The WSCC Cycle and Walking Strategy would be emailed to the Acting Clerk. The incomplete cycle way between Fontwell Roundabout and Nyton Road has been noted for action. Cllr Mrs Clark's positive comments regarding Sue Furlong's help with Op Watershed have been passed on. A parish map identifying ownership was to be sent to Cllr Mrs Clark to assist in clarifying responsibility for the church path. A licence has been granted for the siting of the dog bin.
- 41/17 To receive a report from Arun District Council**
No report received as Cllr Dingemans was at Madehurst's Parish Council meeting.
- 42/17 To adjourn the meeting for public questions – max 15 minutes**
Meeting adjourned.
Mr Peter Brown commented that some residents of Fontwell had felt marginalised, although things had recently greatly improved through the preparation of the N Plan and having two Fontwell residents on the parish council. He suggested that a Fontwell Village Day be held. He said that The Laurels would be willing to host such an event.
The Chairman moved to discuss this further at item 16.

43/17 **To reconvene the meeting**
Meeting reconvened.

44/17 **Reports from Committee Chairs**

Planning Committee

1. Cllr Camerer Cuss commended the minutes of the Planning Committee meetings of 13 December 2016 and 10 January 2017, which had been previously circulated. There was nothing contentious to raise. A Repeat objection had been made in respect of Fairmead Farm drawing attention to the Biodiversity Report.

Cllr Mrs Wallsgrove reported that she had spoken with Arun District Council in respect of planning compliance at "Pippins", and was told that it was low down on the list and it was no further forward owing to short staffing.

2. There were no councillor questions.

Finance Committee

1. Cllr Strickland commended the minutes of the Finance Committee meeting of 12 December 2016 which had been previously circulated. The council's accounting system has been looked at and, with regards to minute 512/16, it was concluded that Excel meets the council's needs and that continued subscription to SCRIBE was unnecessary.

Proposed:

To continue with Excel and cease subscribing to SCRIBE.

Approved.

2. There were no councillor questions.

3. With regards to the budget 2017/18 the current situation is acceptable. This equates to a 2.5% increase on the precept for this year. This shows as 12.5% as it is inclusive of VAT whereas previously it wasn't.

Proposed: To accept the Committee's recommendation for the 2017/18 budget.

Approved.

4. The council is recommended to ask for a precept of £48,800 which equates to £50.36 per Band D household, an increase of £5.64 per annum.

Proposed:

To approve the Committee's recommendations for the 2017-18 precept of £48,800.

Approved.

5. Cllr Strickland gave an overview of the applications for Sec 137 grant awards, a list of which had been previously circulated and recommended approval. In future, more funding should be given to local organisations

Proposed:

To provide grant funding as recommended.

Approved.

A positioning paper of the council's reserves had been previously circulated. It is proposed to transfer the surplus from parish events to General Reserve. There is no change to emergency reserves.

General Purposes

1. Cllr Mrs Clark commended the minutes of the General Purposes Committee meeting of 17 January which had been previously circulated. She

reported that the trees opposite the shops need trimming back, but whether they are privately owned is to be investigated.

The Barrack Row bus shelter roof is being repaired with a pitched roof, and a 'planter' will be made and installed for the old phone box area. A new notice board will be required,

Quotes have been sought for the twitten wall to demolish and replace with a low wall, and to demolish and replace with fencing. These are currently being considered. It is suggested that the Best Kept Village plaques are relocated to The Pound.

2. There were no councillor questions.

45/17

Reports from other organisations

1. Joint Downland Area Committee. Cllr Mrs Wallsgrove reported that she had attended the JDAC meeting the previous evening 23/1/17. They had given grant funding to several organisations eg £25,000 to Arundel Lido. The next JDAC meeting is on 27 February 2017, when it will be moving over to JAWC.

2. Walberton Task Force. Mr Peter Brown that there had been several sessions clearing ditches and trimming back hedges.

3. Village Hall. A report was received from Cllr Mitchell. The next village hall meeting will be on 30/1/17 when there will be a vote on acceptance of new committee members.

4. Community Play Centre. Mr Andy Siragher reported that the centre was looking to support a small number of parents who, for whatever reason, were in payment arrears. They are full up on numbers of under 2's, and have agreed to advertise for one additional full time member of staff. Out of school clubs for Key Stage 2 will rent the VH small hall for activities. He reminded the council that it had previously resolved to provide a front door key for the pavilion to the centre, which had not been received.

5. Allotments. Cllr Rogers provided a report, which had been previously circulated. The AGM is set for Monday 3 March 2017 when it is proposed to increase the fees from £25 to £30 per annum.

6. Police liaison. Cllr Mrs English had nothing to report.

7. Parish News. Cllr Strickland reported that the latest issue was published today. Although things were improving he urged councillors to consider items of interest to liven it up. Cllr Mrs Clark reported that, after delivery of the flyer in the Parish News, the WalBinFont community Facebook page got 66 new hits.

46/17

Neighbourhood Plan

1. Cllr Mrs Clark reported that the Open Day on Saturday 21 January had attracted 178 visitors, of which 61 were new people. Very positive feedback had been received. The referendum will take place on Wednesday 1 February and parishioners should be encouraged to vote. The count will be at 22.15h, which will not be open to the public, only to councillors and 6 invitees whose full details had been provided to ARUN District Council.

2. Cllr Camerer Cuss had previously circulated draft terms of reference for the NP Steering Group for consideration, and answered several questions. The draft will be revised ready for adoption after further discussion.

47/17

Community Resilience

Cllr Mrs Parsons reported on behalf of Cllr Mitchell that they had held a meeting yesterday evening when several issues were discussed. They will be looking at other council's resilience plans. They had looked at Op Watershed

and will be conducting a site visit. The date of the next meeting is to be agreed.

48/17

Grants – General

Cllr Strickland reported that the JDAC grant application had been submitted. Cllr Mrs Clark requested that she and Cllr Mrs Wallsgrove's approval be sought for all GP related grant applications.

49/17

Open Gardens

1. The Acting Clerk to ask WSCC for the GB Spring Clean pack before 1 June 2017.

2. Mr Peter Brown agreed to be the liaison for Open Gardens and will update on plans for the day in due course.

Proposed. To resolve to suspend bye law 4(1) so that the playing field may be used for car parking on Open Gardens Sunday 18 June 2017.

Resolved.

50/17

Marketing

1. WPC logo. Cllr Mrs Parsons provided samples for a new logo, which were discussed. Cllr Mrs English agreed to design a new logo based on the Neighbourhood Plan one.

2. Neighbourhood News. Cllr Strickland mentioned the Annual Parish Meeting on Tuesday 25 April 2017. He suggested that the Parish Council news item incorporates an invitation to the meeting. Cllrs Mrs Clark, Mrs English and Camerer Cuss to discuss taking this forward.

51/17

WalBinFont

The Chairman accepted that the question posed regarding a Fontwell Village Day at minute 42/17 above be considered. Suggested dates were for late August / early September. Mr Peter Brown agreed to find out what Fontwell residents would like and take forward for early September.

1. A date for the WalBinFont event was set for Saturday 22 July 2017. Cllr Mitchell to be asked to book the Village Hall.

2. Mrs Helen Baxter to ask the Bundy's if they are available and at what cost.

3. Mrs Helen Baxter, and Cllrs Mrs Wallsgrove and Mrs Parsons agreed to form the sub-committee.

52/17

Correspondence received

None

53/17

Other relevant business

Cllrs Mrs Parsons and Strickland wished to thank the Neighbourhood Plan Steering Group for all their hard work. The meeting fully agreed and wished to record its thanks to the members of the NPSG for their dedication and commitment over the past three years, and for their singular success.

54/17

To exclude Public and Press

Public and Press excluded for the purpose of considering agenda item 20 – Staff Matters.

55/17

Staff matters

Cllr Mrs Clark on behalf of Cllr Mitchell gave a report. The council:-

Resolved to pay the Clerk office accommodation allowance.
Resolved to pay the Clerk sick leave entitlement as per the Green Book.
Resolved to extend the Acting Clerk's temporary contract to 31 March 2017.

56/17

Date of next meeting

The next meeting will be in the Pavilion at 6.30pm on Tuesday 28 March 2017.

The meeting closed at 21.15h.

Signed.....
Chair

Date.....