



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**
Parish Council Office, The Pavilion, The Street,
Walberton, Arundel, West Sussex, BN18 0PJ
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To all members of Walberton Parish Council – You are summoned to attend a meeting of the Parish Council in The Pavilion 7.15 pm on Tuesday 5 March 2024 for the purpose of transacting the business set out below.

PLEASE NOTE

Members of the public are welcome to attend the meeting. Limited participation will be available via Teams – contact the Clerk for details.

Signed: C Stevens – Clerk

Date: 29 February 2024

AGENDA

1. Record of attendance and apologies

2. Declarations of interest 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 Council Meetings of 16 January 2024 and the Extraordinary Meeting of 1 February 2024.

4. Matters arising

5. To receive a report from West Sussex County Council Cllr Bence

6. To receive reports from Arun District Council Cllrs Penycate, Birch & McAuliffe

7. Public questions (max 15 minutes)

8. Planning Committee

- a. To receive the draft minutes of the Planning Committee meeting of 6 February 2024 (previously circulated) and to note the date of the next meeting on 26 March 2024.
- b. Councillor questions.

9. General Purposes Committee

- a. To receive the draft minutes of the General Purposes Committee meeting of 30 January 2024 (previously circulated) and to note the date of the next meeting on 19 March 2024.
- b. Councillor questions.

10. Finance & Legal Committee

- a. To receive the draft minutes of the Finance & Legal Committee meeting of 9 January 2024 (previously circulated) and to note the date of the next meeting on 16 April 2024.
- b. Councillor questions.

11. A27 Arundel Bypass

- a. To confirm letters are complete/correct.
- b. To confirm who they are to be sent to.

12. Councillors

13. Policies

- a. Review Privacy Policy
- b. Review Information Security Incident Policy
- c. Review Complaints Policy
- d. Review Financial Regulations Policy

14. Fontwell Meadows

- a. To consider further the interested parties who are looking to hire the hall.
- b. To consider setting rates for hire of the hall.
- c. Update on CIO.
- d. To consider how hire of the hall is going to be managed.
- e. Allotments
- f. Bins

15. Business activity/ Infrastructure Projects – CIL Funding

To review business activity and consider projects for CIL money.

16. Additional reports

- a. Walberton allotments – to set rates for 24/25
- b. Local Transport Infrastructure Cllr McAuliffe
- c. Village Hall Cllr Titmus
- d. Walberton & Binsted CofE School Cllr Hewson & Vawer
- e. Police Liaison PCSO Caroline Wilson
- f. Communications – web site, emails, social media Cllr Vawer

17. Staff Matters

Update on Clerk training.

18. Correspondence

19. To approve quotes and payments

To consider any quotes and approve payments retrospectively.

20. Any other business

21. Date of next ordinary meeting of the Parish Council.

To confirm the date of the next meeting of 7.15pm Tuesday 7 May 2024.