

**MINUTES OF THE MONTHLY MEETING
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 13th JUNE 2017
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs C. Barratt, H. Carey, C. Heaton, Miss W. Kapp, B.D. Knight, D. Lainchbury, M.D. Lury, D. Meagher, J.R.W. Spencer and Mrs G Yeates.

In attendance: 0 members of the public.

Mrs D. Holcombe (Clerk) and Mrs S. O'Connell (Asst. Clerk).

D. Cllr Mrs S. Bence

Kevin Smith (Bognor Regis Post)

17060 Apologies for Absence

D. Cllrs Mrs A. Rapnik and Mrs J. Pendleton (other Business)

C. Cllr D. Edwards (other business)

17061 Declarations of Interests

None

17062 Councillor Co-Option

Cllr Knight welcomed the 3 candidates, Mr T Marshall, Mr P Ralph and Mr M Warden, then went on to explain the co-option process. Each candidate would be given 3 minutes to talk, without the other candidate being present, followed by questions from the Chairman and other Councillors, if they so wished. The Council would then vote on who they wished to co-opt and the candidates would be informed by the Clerk the result of the vote.

The candidates were then escorted out of the room and brought back in individually to speak to members.

Cllr Knight thanked them for coming and informed them the Clerk would be in touch with the decision of the Council.

Members then discussed each candidate and voted to co-opt Mr T Marshall and Mr P Ralph.

RESOLVED to co-opt Mr T Marshall and Mr P Ralph as councillors on Bersted Parish Council.

ACTION the Clerk to inform all candidates of Council's decision.

17063 Public Session

None

17064 Minutes of the Council of 9th May 2017

RESOLVED that the Minutes of the Council of 9th May 2017, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

17065 Matters Arising from the Minutes

None

17066

Committee Reports**a) Community Resources Committee 16th May 2017**

Cllr Lury gave a brief verbal report.

Minute 17027 – Cllr Knight reported that the bench was still an issue and he had met with Joe Russell -Wells who has said the seat will be looked at again. Cllr Knight will visit the area soon to confirm this.

Cllr Carey reported that the Stroud Green litter bin was being installed this week.

RESOLVED to adopt the minutes of the Community Resources Meeting on 16th May 2017.

b) Finance & General Purposes Committee 23rd May 2017

Cllr Lainchbury gave a brief verbal report from the meeting.

RESOLVED to adopt the Minutes of the Finance & General Purposes Committee of the 23rd May 2017.

c) Planning, Amenities and Environment Committee 6th June 2017

Cllr Mrs Yeates asked if there were any questions regarding the minutes.

RESOLVED to adopt the minutes of the Planning, Amenities and Environment Committee of 6th June 2017.

d) Parish Liaison Meeting 13th June 2017

The Clerk and Assistant Clerk attended the meeting at Arun DC offices and circulated a summary of the meeting to members. Members are unhappy with the way the housing numbers are allocated in the Local Plan and feel that Arun DC should be distributing development more fairly throughout the district.

17067

Social Media Matters

Members considered the subject of a Council policy for individual Councillors to have social media pages representing Bersted, e.g. Bersted Matters.

Circulated to councillors were Arun DC guidelines for social media for Councillors. This included information about personal facebook/twitter accounts. Which explain, if you identify yourself as a councillor, either by what you comment on or how you describe yourself, you are bound by the Members' Code of Conduct and should not be posting items that could be offensive or defamatory.

Members discussed the Parishes Facebook and Twitter policy and asked for some revision. Members also discussed Community facebook pages for Bersted and agreed that Councillors should not be involved with setting up these pages as it can lead to criticism of their position as a Councillor.

RESOLVED to revise the Bersted Facebook/Twitter Policy and refer back to Council in July and councillors agreed not to be involved with setting up any Bersted Community social media pages.

ACTION the Assistant Clerk to revise the Facebook/Twitter Policy as requested.

17068

Financial Matters**a) To approve the Income and Expenditure report for May 2017**

The May Income and Expenditure Report was circulated at the meeting to all members. The clerk explained that the overall spend is running at 13%.

RESOLVED to approve the Income and Expenditure for May 2017. A signed copy of the Statement of Receipts and Payments is appended to the signed copy of these Minutes.



LOTTERY FUNDED

- b) **To receive and if agreed, approve the recommendations of the F&GP Committee for the groundsman to replace some fencing in the carpark area at a cost of £410.00**

Cllr Lainchbury explained the reasons for the replacement fencing.

Members agreed to the recommendation of the F&GP Committee.

RESOLVED to approve the recommendations of the F&GP Committee for the groundsman to replace some fencing in the carpark area at a cost of £410.00

- c) **To request further Councillors to join the F&GP Committee to enable meetings to be quorate.**

Cllr Knight explained that now there were only 4 members of the committee and that if one or more could not attend the meetings they would not be quorate. He asked for members to consider joining.

17069 **Reports**

- a) **Chairman**

Cllr Knights report was circulated at the meeting and is appended to these minutes

- b) **Clerk**

The Clerk presented her written report which is appended to these minutes. The Clerk reported that she had completed her CiLCA and was awaiting the results.

- c) **Assistant Clerk**

The Assistant Clerk reported that she had completed her CiLCA and made some revisions to work as requested by the assessor and was now awaiting the results and gave an overview of a new yoga class that was starting on a Thursday Morning.

17070 **Reports from County & District Councillors**

West Sussex County Council

C. Cllr D. Edwards had sent his apologies and a short report which was circulated.

C. Cllr F. Oppler did not attend.

Arun District Council

D. Cllr Mrs Bence said she did not have anything to report, but empathised with the feelings of members and the electorate over the Local Plan. She is happy for members to contact her with any issues or help and would always inform the parish council of anything that they needed to know.

D. Cllr Mrs Pendleton sent her apologies.

D. Cllr Mrs Rapnik sent her apologies and a brief report which was circulated.

17071 **Correspondence**

The clerk reported that she had received the following correspondence:

An email regarding a CPRE event on 23rd June at Barnham Community Hall at 6.45pm.

The evening will discuss the allocation of housing in Arun.

An email from Michael Warden informing members of action being taken by CPRE over the Arun Local Plan.

An email from Liz Leggo of SALC regarding the Health & Well Being project to work with Parish Councils to promote Health & Well Being.

17072

Urgent Matters

Cllr Meagher informed members that Rev Ann Clark was leaving on 22 June and a service was being held at Holy Cross Church.

The Clerk asked if anymore Councillors required business cards so that she could put in a bulk order.

There being no further business the Chairman closed the meeting at 21:07

SignedChairman

Date

Subject to Ratification