

**MINUTES OF THE MONTHLY MEETING  
OF BERSTED COUNCIL  
HELD AT 19:00 ON TUESDAY 13 AUGUST 2019  
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

**Present:** Cllrs P. Hastings, R. Headland, K. Greenway, S. Hearn, J. Heaton, Miss W. Kapp, B.D. Knight (Chairman), R. Outen, J.R.W. Spencer (Vice Chairman), D. Thompson, P. Woodall and Mrs G. Yeates.

In attendance: 10 members of the public.

Mrs D. Holcombe (Clerk/RFO) and Mrs S. O'Connell (Deputy Clerk).  
Kevin Smith – Bognor Post

**Bersted in Bloom**

Before the meeting began Cllr Hearn thanked the entrants to Bersted in Bloom competition, the Judges and Philippa Seager for organising it for the seventh year. Cllr Knight then gave out the trophies and certificates to the winners and thank you gifts to the judges.

**St Wilfrid's Hospice**

Ali Archer an ambassador and volunteer from St Wilfrid's spoke to members about the hospice and the new centre recently opened at Bosham. All care is provided for free and they rely on donations to keep the hospice running. They need approximately £20K a day to function.

For the new building at Bosham the community raised £3 Million towards the £16 Million cost.

The new centre is larger and has more facilities for patients and their families, patients' pets can visit too.

Ali Archer invited members to come and see the new facilities as they have open tours during August and September if you book through [stwh.co.uk/opentours](http://stwh.co.uk/opentours) or call 01243 755184.

Cllr Knight thanked her for coming.

**The Council Meeting began at 19:17**

**19154 Apologies for Absence**

Cllrs Dear and Lury  
D. Cllr Batley

**19155 Declarations of Interests**

None

**19156 Public Session opened at 19:18**

Two residents from Babsham Lane came to speak to the Council about their concerns with a planning application at Babsham Business Centre, for change of use and lorry parking. Cllr Knight informed them that the application will be considered by the Planning Committee on 3<sup>rd</sup> September. They also had concerns with dust on A259 created by lorries entering and leaving Elbridge recycling centre and lorry movements at Babsham Lane Business Centre 7 days a week.



Cllr Knight informed them the Parish Council would follow this up with Highways.

**Public Session ended at 19:27**

**19157 Minutes of the Council of 9<sup>th</sup> July 2019**

**RESOLVED** that the Minutes of the Council of 9<sup>th</sup> July 2019, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

**19158 Matters Arising from the Minutes**

None

**19159 Reports from County & District Councillors**

**a) West Sussex County Council**

C. Cllr D. Edwards did not attend.

C. Cllr F. Oppler did not attend.

**b) Arun District Council**

D. Cllr Batley had sent his apologies.

D. Cllr Lury had sent his apologies and his report was read out to members.

D. Cllr Mrs Yeates reported she is still catching up with items from Arun DC. Arun DC is looking into becoming more environmentally friendly and retro fitting solar panels to Arun DC buildings and increasing recycling targets. Cllr Greenway asked who would be paying? D. Cllr Mrs Yeates informed him that initially it will increase costs, but the benefits will be longer reaching. She is also attending training for the police and crime panel, attending a seminar for hospital trusts and visiting Gatwick Airport to look at security there.

Cllr Hearn wished to point out that he was disappointed that the County Councillors and some District Councillors have not attended more meetings as they represent Bersted. Cllr Knight informed him that the Parish can only invite them to attend meetings.

**19160 Committee Reports**

**a) Community Resources Committee 16<sup>th</sup> July 2019.**

Cllr Hearn gave a brief verbal report from the meeting.

**RESOLVED** to adopt the Minutes of the Community Resources Committee of 16<sup>th</sup> July 2019.

**b) Planning, Amenities and Environment Committee 6<sup>th</sup> August 2019**

Cllr Woodall gave a verbal report from the meetings.

Minute 19147 – Cllr Hastings asked about the Community Centre extension application and costs involved. The Clerk informed him that to apply for funding to help pay for the extension planning permission needs to be granted.

**RESOLVED** to adopt the Minutes of the Planning, Amenities & Environment Committee of 6<sup>th</sup> August 2019.

**19161 Bersted Shops Forum Group**

- a) Cllr Outen explained to members that he had spoken with the Parade shops and they are keen to get together and talk about issues in the vicinity. He proposes to get business



owners together and with the Parish Councils help point them in the right direction to get help or raise issues. Also, to make the Parade shops a more pleasant area with planters and benches. He has spoken with D. Cllrs Lury and Mrs Yeates and C. Cllr Edwards. Proposal for the meetings to be held in the Meeting Room at Jubilee Hall 4 times a year free of charge. Letters would be sent out to invite them. Members agreed and thought this was an excellent idea.

**RESOLVED** to agree to set up a business forum for the Parade shops and hold meetings at Bersted Jubilee Hall Meeting Room 4 times a year free of charge.

**b) To approved D. Cllrs Lury and Mrs Yeates support**

**RESOLVED** to approve D. Cllrs Lury and Mrs Yeates support this along with Cllr Thompson.

**19162**

**Financial Matters**

**a) To approve the Income and Expenditure report for July 2019**

The June Income and Expenditure Report was circulated at the meeting to all members. The Clerk explained that the overall spend was where it should be at this time of year.

**RESOLVED** to approve the Income and Expenditure for July 2019. A signed copy of the Statement of Receipts and Payments is appended to the signed copy of these Minutes.

**b) Following the meeting attended by Vice Chairman on 17th July, Council to approve to remain a member of ADALC at a cost of £15 annual membership.**

**RESOLVED** to agree to remain as a member of ADALC and approve the cost of £15 annual membership.

**c) A Request from Carpet Bowls for free hall hire in aid of their cream tea event for Dementia support on Friday 4th October 1-4pm.**

**RESOLVED** to agree the free use of the hall for Carpet Bowls cream tea event in aid of Dementia Support.

**19163**

**Volunteers for upcoming events (details to be discussed and agreed by the Community Resources Committee in September)**

**a) Request for Cllrs to support public information stands, dates and locations to be confirmed.**

**RESOLVED** that all Councillors agreed to volunteer.

**b) Request for Cllrs to support the Christmas Fayre of Saturday 23rd November 11-4pm.**

**RESOLVED** that Cllrs Greenway, Heaton, Headland, Woodall and Mrs Yeates agreed to support.

**c) Request for Cllrs to join the Parish Festival Committee, meeting dates to be confirmed.**

Parish Festival is to be held on Sunday 9th August 12-4pm.

**RESOLVED** that Cllrs Headland, Hearn, Miss Kapp, Spencer and Woodall would join the Parish Festival Committee.

**19164**

**‘Reparishing’ letter to Arun DC from Bognor TC. Following the meeting attended by Chairman and Clerk with other Parish Councils concerned on 18th July, approve the letter to Arun DC. This is in response to the letter of a formal request from Bognor TC to Arun DC to ‘Reparish’ Aldwick, Bersted, Felpham, Middleton and Pagham, to form a wider Bognor Regis Urban Area. (SSALC notified and responded).**

Members discussed the issues and agreed to send a letter not supporting reparishing of the wider Bognor area to Arun DC.



**RESOLVED** to agree to send a letter not supporting reparishing to Arun DC.  
 Cllr Woodall declared an interest as a member of Bognor Town Council  
 Cllr Mrs Yeates declared an interest as a member of Arun District Council. Both members left the room.

19165

**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.

c) **Deputy Clerk**

A fairly quiet month, housekeeping jobs, Tea & Coffee Club, planning training, new bookings system.

d) **Reports from outside bodies****Bersted Warrior**

Cllr Miss Kapp reported that she had met with 2 members of Chichester Novium Museum at the Parish Office, along with the Clerk and Cllr Spencer. They had given a brief outline of they are doing with displaying the Bersted Warrior. There will be an exhibition at the Museum from January to June 2020 and they have ideas to connect with Bersted, such as a visitor panel at Bersted Park.

They will be hosting some lectures about the find and one will be at Bersted park Community Centre, but no dates have been given yet.

**ADALC**

Cllr Mrs Yeates informed members she is still treasurer for ADALC and is sorting out the bank account.

19166

**Correspondence the Clerk has received the following: -**

- a) Police electronic newsletters as circulated.
- b) Insurance clarification of volunteer requirements for a working party.
- c) Invite from the Novium Museum to discuss community engagement for The Bersted Warrior.
- d) CPRE newsletter -planned Strategic Plan 20-26.
- e) Thank you from Chalcraft hall for the cake Council kindly donated.
- f) Thank you from Arun A Cappella for the grant Council kindly donated.
- g) Thank you from Victim Support for the grant Council kindly donated.
- h) Thank you from Dementia Support for the grant Council kindly donated.
- I) an email from Luken Beck about arranging a public meeting in Shripney to talk about land to the east of Shripney Lane/Road.

**Reminders:**

Data Protection and Sharepoint training here for all Councillors -Tuesday 20 August at 7pm.

Emergency Resilience presentation by Felpham PC here for Aldwick & Bersted Cllrs -Thursday 26 September at 11.30

Spinney clear up Sunday 8<sup>th</sup> September at 11am.

19167

**Urgent Matters**

Cllr Heaton let members know that the he had learnt a lot from the planning training session held on 8<sup>th</sup> August.



**LOTTERY FUNDED**

There being no further business the Chairman closed the meeting at 20:38

Signed .....Chairman                      Date .....

Subject to Ratification