

**MINUTES OF THE MONTHLY MEETING
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 11th JULY 2017
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs H. Carey, C. Heaton, Miss W. Kapp, B.D. Knight, D. Lainchbury, M.D. Lury, T. Marshall, D. Meagher, P. Ralph and J.R.W. Spencer.

In attendance: 2 members of the public.

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

D. Cllrs Mrs S Bence and Mrs J. Pendleton (who, due to other commitments arrived after the meeting had finished)

C. Cllr F. Oppler

Kevin Smith (Bognor Regis Post)

17093 Apologies for Absence

Cllrs C. Barratt, J. Heaton and Mrs G Yeates (other business)

C. Cllr D. Edwards (other business)

17094 Declarations of Interests

None

17095 Councillor Co-Option

Cllr Knight welcomed the candidate, Mr K Greenway and then went on to explain the co-option process. Mr Greenway would be given 3 minutes to talk, 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.

Cllr Knight thanked Mr Greenway for coming and informed him the Clerk would be in touch with the decision of the Council. Mr Greenway stayed for the remainder of the meeting.

Members discussed the candidate at the end of the meeting and the majority voted to co-opt Mr Greenway.

RESOLVED to co-opt Mr Greenway as a Councillor for Bersted Parish Council

ACTION the Clerk to inform Mr Greenway of the Council's decision.

17096 Public Session

None

17097 Minutes of the Council of 13th June 2017

Cllr Knight pointed out that Cllr J. Heaton was not included as attending and the minutes were altered to include Cllr J. Heaton and then signed.

RESOLVED that the Minutes of the Council of 13th June 2017, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

17098 Matters Arising from the Minutes

None

17099

Committee Reports**a) Finance & General Purposes Committee 2th June 2017**

Cllr Lainchbury gave a brief verbal report from the meeting.

Cllr Knight informed members that the committee had discussed a spine point rise for the Clerk and Assistant Clerk for passing their CiLCA course, and congratulated them both on this achievement.

RESOLVED to adopt the Minutes of the Finance & General Purposes Committee of the 27th June 2017.

b) Planning, Amenities and Environment Committee 4th July 2017

Cllr Spencer asked if there were any questions regarding the minutes.

RESOLVED to adopt the Minutes of the Planning, Amenities & Environment Committee of 4th July 2017.

c) Parish Cluster Meeting 22nd June 2017

The Assistant Clerk gave a brief verbal report from the meeting.

Cllr Knight informed members that cluster meetings with other parishes were difficult to arrange and after the recent CPRE meeting he felt they were best placed to call meetings for all the parishes. The Clerk has already been in contact with CPRE and is awaiting further information.

17100

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

The June Income and Expenditure Report was circulated at the meeting to all members. The clerk explained that the overall spend should be running at roughly 25% and there were no unusual variances.

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

b) To receive and if agreed, approve the recommendations of the F&GP Committee to for the S137 and S142 grant awards.

Cllr Lainchbury briefly gave an overview of the applications and the recommended awards. Members agreed

RESOLVED to approve the recommendations of the F&GP Committee to the grant awards for S137 and S142 recipients.

c) To receive and if agreed, approve the recommendations of the F&GP Committee to the Investment Strategy.

RESOLVED to approve the Investment Strategy recommended by the F&GP Committee.

17101

Social Media Matters

Members reviewed the amended policy. Cllr Lury had reservations about the wording at point 12. Cllr Ralph replied that if the statement after the first sentence was removed there would not be an issue with the context of point 12. Members agreed to accept the Facebook and Twitter Policy for the Council with this further amendment.

RESOLVED to approve the revised Facebook and Twitter Policy.

ACTION the Assistant Clerk to remove the paragraph at point 12 of the policy.

- 17102 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) **Assistant Clerk**
The Assistant Clerk reported that she had passed her CiLCA and was awaiting the certificate. The Assistant Clerk informed members that it had been reported to her a car had entered the community centre carpark via Winston Crescent along the cycle path when the gate had been locked. This was now going to be resolved by the groundsman to stop other cars or vehicles doing the same. She also informed members of a forthcoming presentation by Landlink regarding the proposed employment use of Saltbox Field, on 1 August at the Planning Committee Meeting.
- d) **Reports from outside bodies**
Scouts AGM – Cllr Spencer attended this and was helping the scouts with their involvement in amateur radio.
Bognor & Bersted Charities – Cllr Knight reported that they had given out £700 to 2 grant applicants.
- 17103 Reports from County & District Councillors**
- a) **West Sussex County Council**
C. Cllr F Oppler informed members that he had little to report and that he echoed Cllr Knights concerns that with the restructure of JWAAC the committee was now too big to be effective.
C. Cllr D Edwards sent his apologies and a short report that was circulated to members.
- b) **Arun District Council**
D. Cllr Mrs Bence informed members she had nothing to report but councillors could contact her with any questions they may have.
D. Cllr Mrs Pendleton due to other commitments arrived just after the meeting had closed.
D. Cllr Mrs Rapnik did not attend.
Cllr Knight asked that item 13 was moved forward before the exempt matters. Members agreed.
- 17104 Correspondence**
The clerk reported that she had received the following correspondence:
An email from Home Instead Chichester & Bognor Regis, a group that will be setting up a “memory café “for the elderly at The Regis Centre once a month.

17105 Exempt Matters



LOTTERY FUNDED

