

**BERSTED PARISH COUNCIL  
MONTHLY MEETING  
19:00 TUESDAY 12th JUNE 2018  
AGENDA AND BUSINESS TO BE CONDUCTED**

**1. Apologies for Absence****2. Declarations of Interests**

It is a requirement for all Councillors to make a declaration of personal and prejudicial interests either prior to commencement of meetings or at a time during a meeting where such an interest may become apparent.

**3. Councillor Co-Option Selection**

A resolution may be made to allow members of the public present to ask questions. 1 Councillor may be co-opted from the candidates who have sent in applications.

**4. Public Session**

A resolution may be made to allow members of the public present to ask questions.

**5. Minutes of the Monthly Council of 8<sup>th</sup> May 2018**

Minutes have been circulated to Members.

**6. Matters Arising from the Minutes**

None notified at time of publication.

**7. Reports from County & District Councillors  
Councillors are requested to submit written reports  
prior to the meeting where possible.**

- a) County Cllr David Edwards
- b) County Cllr Francis Oppler
- c) D. Cllrs J. Pendleton, A. Rapnik and S. Bence

**8. Committee Reports**

To receive the Minutes of the:

- a) Parish Festival Committee 15<sup>th</sup> May 2018.
- b) Community Resources Committee 15<sup>th</sup> May 2018.
- c) F&GP Committee 22nd May 2018.
- d) Planning, Amenities & Environment Committee 5th June 2018.

**9. Neighbourhood Plan legislation change**

To consider and agree a reply to Arun DC regarding their proposal.

**10. Financial Matters**

- a) To receive and, if agreed, approve the Income & Expenditure Report for May 2018.
- b) To receive and, if agreed, approve the F&GP Committees recommendation for updating our policy to cease accepting cheques and receive all payments by BACs or cash from hall users.
- c) To receive and, if agreed, approve Cllr Greenway as Chairman of F&GP to be added as a bank signatory.
- d) To receive and, if agreed, approve the installation of an additional camera for the gate and access road at a cost of £794.22.

**11. Council Policies**

To consider and agree if any changes are required to these policies: a) Public session and b) Filming at meetings

**12. Bersted Buzz**

To agree proposal for Committee's to agenda a regular item for discussion to agree input into this publication, via the Clerk/RFO, with effect from 17<sup>th</sup> July 18.

**13. Seafarers Flag Hoisting Ceremony**

To consider and approve participating in the Merchant Navy Day, Monday 3<sup>rd</sup> September or Friday 31<sup>st</sup> August.

**14. Councillors Details**

- a) Approve Councillor details for handbook.
- b) Approve orders for new Councillor business cards.
- c) Approve new Councillor page for website (see walberton.arun.gov.uk).

**15. Other Reports**

- a) Chairman
- b) Clerk
- c) Deputy Clerk
- d) Reports from outside bodies/meetings

**16. Correspondence**

To consider other correspondence received.

- a) Email from Arun DC proposing names for developers of Brazwick Ave/New Barn Lane as: Potters Way, Bowles Close, Whittaker Grove. (our former Chairmen)
- b) Email from Sussex Police advising a campaign against Gang masters and Labour abuse (Modern Slavery) and Tackling drugs-operation Magpie and Operation Signature.
- c) Letter from Bognor Regis Town Council notifying us that Cllr Stephen Reynolds is now Mayor, and Deputy Town Mayor is Cllr Phil Woodall.

**17. Exempt Matters**

**A resolution may be made to exclude the public and press. Standing Order: 1c. Staffing Matters**

- a) To receive and, if agreed, approve the adoption of the NALC pay scales for 2018-19.
- b) Following the achievements of a successful appraisal to receive and agree, with effect from 1<sup>st</sup> April 2018 a 1 Spt point rise for Clerk and Deputy Clerk.  
1 Spt rise from 30 to 31 for the Clerk/RFO.  
1 Spt rise from 24 to 25 for the Deputy Clerk.

**18. Sharepoint**

From 1<sup>st</sup> July, emails and files for Councillors will be via Sharepoint, establish if any assistance is required.

**19. Urgent Matters**

Other matters considered by the Chairman to be of an urgent nature. Members should note that no decision can be made, but if necessary, the topic can be added to the next agenda.

Debbie Holcombe, Clerk to the Council 1st June 2018