

**MINUTES OF THE MONTHLY MEETING
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 10th APRIL 2018
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs H. Carey, B. Knight (Chairman), K. Greenway, C. Heaton, Miss W. Kapp, D. Lainchbury, M. Lury, D. Meagher and J.R.W. Spencer (Vice Chairman)

In attendance: 1 member of the public.

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

D. Cllrs Mrs S. Bence and Mrs A. Rapnik

Kevin Smith – Bognor Post

Before the meeting began Keely Hardy from Sussex Clubs for Young People gave a talk on the work she is doing around Bognor Regis to engage young people between 11 – 18 years of age. She has been employed by Bognor Regis Town Council on a 6-month contract. She has meetings planned at The Regis School and Felpham Community College and hopes to attract young people to engage in projects. At the moment she has two young people that have called themselves CREATE and they will be painting the hoardings of Store Twenty-One with a spray paint artist.

She will be having a walk around the Trees Estate this week and will be out in Bognor Regis on May 12th and 13th. She would like from the parishes any information on where young people may gather plus sources for funding, to get things moving and in place. She is based at the 39 Club in Glamis Street, Bognor Regis on a Thursday evening from 5pm. Members asked questions and Cllr Knight thanked her for coming.

The Council Meeting began at 19.25

17412

Apologies for Absence

Cllrs J Heaton and Mrs G Yeates

D. Cllr Mrs J Pendleton

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Declarations of Interests

None

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Councillor Co-Option

Cllr Knight welcomed the 2 candidates, Mr R Dear and Mr N Howard, 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 by ballot who to co-opt. The Clerk counted the votes which were in favour of Mr R Dear.

RESOLVED to co-opt Mr R Dear as a Councillor to Bersted Parish Council.

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

17415 Public Session

None

17416 Minutes of the Council of 13th March 2018

RESOLVED that the Minutes of the Council of 13th March 2018, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

17417 Matters Arising from the Minutes

None

17418 Reports from County & District Councillors

a) West Sussex County Council

C. Cllr D. Edwards none received

C. Cllr F. Oppler none received

b) Arun District Council

D. Cllr Mrs S Bence had nothing to report this month.

D. Cllr Mrs Pendleton had sent her apologies

D. Cllr Mrs Rapnik had no report this month as she had been away. She did however mention that she had lobbied Nick Gibb MP and Stagecoach to have the cancelled bus route in Stroud Green reinstated but had been told there was no criteria for it to be done. She explained this left some residents that use the Laburnum Centre unable to reach it and she had been told Sammy Transport did not take residents there either.

17419 Financial Matters

a) To approve the Income and Expenditure Report for March 2018

The March Income and Expenditure Report was circulated at the meeting to all members. The Clerk explained that there were no unusual variances and there was a slight general underspend for the year.

RESOLVED to approve the Income and Expenditure for March 2018. A signed copy of the Statement of Receipts and Payments is appended to the signed copy of these Minutes.

b) To consider and, if agreed, approve the Community Resources recommendation that £300 is “ring fenced” out of their budget, to cover any costs incurred in the start-up of a regular Tea/Coffee session to combat loneliness and isolation for the elderly in Bersted, this will be run to establish if a luncheon club could be a viable option.

RESOLVED to ring fence £300 from the Community Resources budget to cover start up costs for the tea/coffee session.

- c) **To consider and, if agreed, approve the purchase of name badges from Recognition Express Southern at a setup cost of £25 and a cost of £5.50 per Councillor.**
RESOLVED to agree to purchase Councillor name badges only at a set up cost of £25 and £5.50 per badge.
- d) **To consider and, if agreed, approve the purchase of Dog Bins for Chalcraft Lane and Shripney.** The Deputy Clerk informed members that the cost was £246.55 for a bin, plus £50 to install and a yearly service charge of £290.22 per bin. The costs were obtained from Arun DC. Members debated the pros and cons for paying to install two bins. Members decided that to start with they would contact the enforcement officer at Arun DC with areas where dog litter was a problem and review the situation in 2 months.
RESOLVED to contact Arun DC enforcement officer and review the situation in 2 months.
ACTION the Deputy Clerk to contact the enforcement officer at Arun DC.

17420 Committee Reports

- a) **Community Resources Committee 20th March 2018**
 Cllr Lury gave a brief verbal report from the meeting.
RESOLVED to adopt the minutes to the Community Resources Meeting of 20th March 2018.
- b) **Planning, Amenities and Environment Committee 3rd April 2018**
 Cllr Spencer gave a verbal report from the meeting.
RESOLVED to adopt the Minutes of the Planning, Amenities & Environment Committee of 3rd April 2018.

17421 Bognor Regis Town Hall

To consider and agree Councils reply in support of registering the Town Hall as an Asset of Community Value (ACV). Members agreed to support Bognor Town Council and asked the Clerk to write a letter of support.
RESOLVED to support Bognor Regis Town Councils application to register the Town Hall as an Asset of Community Value.
ACTION the Clerk to write to Bognor Regis Town Council with a letter of support.

17422 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**
 The Deputy Clerk reported she had been helping the Clerk prepare for the year end audit, preparing documents to comply with the GDPR regulations and taking bookings for the hall.
- d) **Parish Festival**
 Cllr Lainchbury reported that the take up for stalls had been very successful and no more requests were being taken. Cllr Carey had secured many raffle/tombola prizes. Cllr Lainchbury will be meeting with Cllrs Carey and Spencer to review the layout of the field for the day.
- e) **Outside Bodies – Trees Estate Residents’ Association**



Cllr J Heaton could not attend but had informed the Clerk that the Trees Estate had appointed James Young as Chairman. Many ideas had been put forward and they hoped to start organising some of them later this year.

17423

Correspondence received

- a) Sussex police newsletters on Restorative Justice, fraud and external funding. (see emails)
- b) Email from SSALC inviting comments from Council on any unresolved or strategic topics they would like raised at their meeting with the Chief Constable of Sussex Police to be held on the 11th May. RSVP to Clerk by Thursday 26th April.
- c) Email from WSCC, announcing the Velo South – a 100-mile cycle ride through West Sussex that is planned to take place on Sunday 23rd September 18 (not in this area).
- d) Email/letter from Barton’s school thanking Council for their grant.
- e) Email/letter from 4sight thanking Council for their grant.
- f) Letter from Mayor Phil Woodall thanking Council for the enjoyable evening he had at the Chairman’s Reception.
- g) Letter from MP Nick Gibb ref Salt Box Field and explanation of the wording of 8.6.6 of the Arun Local Plan.
- h) Confirmation from J&R Services that Sharepoint will be available from 6th April 18 and training will be held here for all Cllrs on Tuesday 17th April 7pm.

Reminders:

1. Arun DC GDPR training, Clerk and Deputy Clerk to attend Monday April 16th, 10-12.
2. Arun DC Councillor training on Planning related matters, Thursday May 3rd, 2 sessions - Cllr Knight, Greenway, Yeates and Spencer to attend.
3. CPRE meeting Thursday 17th May, venue and time TBC.

17424

Urgent Matters

Cllr Knight presented retiring Cllr Trevor Marshall with an engraved paperweight and thanked him for all he had done in his brief time on the Council. He wished him well with his move to Herefordshire.

Cllr Marshall thanked everyone for his gift and said he had enjoyed his time working with the Parish Council.

There being no further business the Chairman closed the meeting at 20:40

SignedChairman Date