

**MINUTES OF THE MONTHLY MEETING
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 15 JANUARY 2019
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs H. Carey, R. Dear, K. Greenway, S. Hearn, J. Heaton, Miss W. Kapp, B.D. Knight (Chairman), M.D. Lury, J.R.W. Spencer (Vice Chairman), P. Woodall and Mrs G. Yeates.

In attendance: 0 members of the public.

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

C. Cllr F. Oppler

Kevin Smith Bognor Post

18334 Apologies for Absence
Cllrs C. Barratt, J. Heaton and J. Sorensen

18335 Declarations of Interests
None

18336 Public Session
None

18337 Minutes of the Council of 11th December 2018
RESOLVED that the Minutes of the Council of 11th December 2018, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

18338 Matters Arising from the Minutes
None

18339 Reports from County & District Councillors

a) **West Sussex County Council**

C. Cllr D Edwards did not attend.

C. Cllr F Oppler informed members he did not have anything new to report.

b) **Arun District Council**

D. Cllr Mrs Rapnik informed members she had nothing new to report.

D. Cllr Mrs Bence informed members she was dealing with some issue in New Barn Lane to do with Linden Homes but had nothing further to update members with. Also liaising with WSCC's Street Scene with regards to work done by contractors affecting a resident in New Barn Lane and hopefully this will be resolved soon.

D. Cllr Mrs Pendleton did not attend.

18340 Committee Reports**a) Planning, Amenities and Environment Committee 8th January 2019**

Cllr Mrs Yeates gave a verbal report from the meeting.

RESOLVED to adopt the Minutes of the Planning, Amenities & Environment Committee of 8th January 2019.

18341 Financial Matters**a) To approve the Income and Expenditure report for December 2018**

The December 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 and casual booking income was up by 139%

RESOLVED to approve the Income and Expenditure for December 2018. 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 Balance Sheet up to 31st December 2018.

RESOLVED to approve the Balance Sheet up to 31st December 2018.

c) To approve the Annual Membership fee to be paid to ADALC at a cost of £15.

RESOLVED to approve the fee of £15 for the Annual Membership of ADALC.

18342 Council Policies

To consider and adopt the latest NALC model policies for the following: -

Risk Management

Freedom of Information

Health & Safety

Data Protection update

Members agreed to adopt the policies.

RESOLVED to adopt the policies for Risk Management, Freedom of Information, Health & Safety and Data Protection update.

18343 Arun DC Community Infrastructure Levy (CIL) Consultation

The Clerk and Deputy Clerk informed members that it was still not clear enough from all the documentation provided for the consultation how the Council should comment, other than to say a short summary of the main points in plain English would have been helpful.

D. Cllr Mrs Bence suggested that the Clerk and Deputy Clerk look at the Agenda on Arun's website for the meeting held on 5th December showing the officers report as this may help.

RESOLVED to make a comment after the Clerk has looked at further documentation for clarity.

18344 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.

Cllr Knight congratulated the Clerk on arranging the Clerks networking for both Arun and Chichester Clerks.



