

**MINUTES OF THE MONTHLY MEETING
OF BERSTED PARISH COUNCIL
HELD AT 19:00 ON TUESDAY 10th OCTOBER 2017
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs H. Carey, K. Greenway, C. Heaton, J. Heaton, Miss W. Kapp, B.D. Knight (Chairman), D. Lainchbury, T. Marshall, D. Meagher, P. Ralph, J.R.W. Spencer (Vice Chairman) and Mrs G. Yeates.

In attendance: 1 member of the public.

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

Kevin Smith – Bognor Post

D. Cllr Mrs S. Bence

17200 Apologies for Absence

Cllr C. Barratt

D. Cllr Mrs J. Pendleton and Mrs A. Rapnik

17201 Declarations of Interests

None

17203 Public Session

None

17204 Minutes of the Council of 12th September 2017

RESOLVED that the Minutes of the Council of 12th September 2017, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

17205 Matters Arising from the Minutes

None

17206 Reports from County & District Councillors

a) West Sussex County Council

C. Cllrs D. Edwards and F. Oppler did not attend.

b) Arun District Council

D. Cllr Mrs Rapnik could not attend and sent her apologies.

D. Cllr Mrs Pendleton could not attend and sent her apologies.

D. Cllr Mrs Bence informed members she had nothing to report but was happy to answer any queries.

17207 Committee Reports

a) Community Resources Committee 19th September 2017

Cllr Carey gave a brief verbal report from the meeting.

RESOLVED to adopt the Minutes of the Community Resources Committee of 19th September 2017

b) Finance & General Purposes Committee 26th September 2017

Cllr Lainchbury gave a brief verbal report from the meeting.

RESOLVED to adopt the minutes of the Finance & General Purposes Committee of 26th September 2017.

c) Planning, Amenities and Environment Committee 3rd October 2017

Cllr Mrs Yeates gave a verbal report from the meeting. Cllr Mrs Yeates also referred to the Arun Local Plan hearings, where she felt that the CPRE made comprehensive comments to the Planning Inspector and CPRE had attended all the hearings.

The Planning Committee considered the following applications due to further information being sought and given;

BE/113/17/RES – Land West of New Barn Land resolved to comment as follows:

NO OBJECTION but members would like to make the following comment: -

Plots 1 & 2 are not in keeping with Bersted Neighbourhood Plan policy HDQ2 Integration of new housing, even though permission for 2 storey dwellings at this location has been granted via BE/18/17/PL. The Parish Council would ask that the developer considers changing plots 1 & 2 to bungalows so that they blend better with the surrounding area and are not so over-bearing on the existing bungalows opposite.

The site generally has a good mix of housing to meet the needs of Bersted.

BE/114/17/PL – Oldlands Farm, variation of conditions and members, with 1 abstention, resolved to make the following comment: - **NO OBJECTION**

RESOLVED to adopt the Minutes of the Planning, Amenities & Environment Committee of 3rd October 2017.

17208

Planning related matters

a) Bognor Regis “turning the tide” conference

Cllr Greenway had attended the meeting at Butlins, and informed members there were several speakers from Rolls Royce, Arun DC Chief Executive Nigel Lynn and Butlins. He found the meeting uplifting listening to the proposals to expand the Chichester University site and development of Bognor Regis.

b) Arun Local Plan Hearings

Cllr Mrs Yeates had commented on the hearings in the above minute 17207c).

c) To receive and if agreed, approve the request from CPRE for a sum of £250 to help fund support their financial costs to legally challenge Arun DC’s OAN numbers in the Local Plan and the A27 Arundel bypass options 3 and 5a.

Members agreed with 1 abstention.

RESOLVED to approve £250 is donated to the CPRE to support their challenge of the Arun Local Plan OAN numbers and the A27 Arundel by pass options 3 and 5a.

- 17209 Financial Matters**
- a) **To approve the Income and Expenditure Report for September 2017**
 The September Income and Expenditure Report was circulated at the meeting to all members. The Clerk explained that there were no unusual variances.
RESOLVED to approve the Income and Expenditure for September 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 Finance Committee's recommendation to continue to have a current account with HSBC.**
 Members agreed.
RESOLVED to agree the Finance Committee's recommendation to continue to have a current account with HSBC.
- 17210 Parish Website**
 To receive and if agreed, approve the Finance Committee's recommendation for e-mango to provide the new parish website at an initial cost of £708, followed by a monthly cost of £34.
RESOLVED to approve the recommendation of the Finance Committee to use e-mango to provide a new parish website.
ACTION the Clerk to contact e-mango to inform them they have successfully received the contract to provide a new parish website.
- 17211 Buzz Distribution**
 To receive and agree the preferred option for the distribution of the Buzz newsletter in Sussex Views and Bersted in Focus for the 2018-2019 budget.
 Option 1 – to continue with a monthly newsletter at a cost of £1,664.
 Option 2 - to change to a quarterly edition at a cost of £680.
RESOLVED to agree to continue with a monthly newsletter at a cost of £1,664 per year published in Sussex Views and Bersted in Focus.
- 17212 T – Shirts**
 To receive and if agreed, approve the Finance Committee's recommendation for Unique Workwear to provide T-shirts for councillors at a cost of £312.84. Colour options to be decided.
RESOLVED to agree the Finance Committee's recommendation to purchase T-shirts from Unique Workwear at a cost of £312.84.
- 17213 2018 – 2019 Draft Budget**
 The Clerk had previously circulated the 2018-2019 revised draft budget.
 Cllr Mrs Yeates asked if there was any possibility of the Planning Committee having a small budget to use for surveys, such as biodiversity, if the need arose. Cllr Lainchbury (Chairman of Finance) and the Clerk agreed this is something that could be considered, but that the terms of reference for the Planning Committee and standing orders would need to be reviewed.

In the interim the Clerk informed her that the cost centres for Parish Consultations and Projects could be used.

Members agreed to accept the draft budget for 2018 -2019.

RESOLVED to approve the draft budget for 2018-2019.

17214 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 that she continues to work with the hall and field users and take bookings and enquires for the hall.

17215 Correspondence

The Clerk has received the following;

A letter from Felpham Parish Council with their change of address.

An email from CPRE re the Local Plan and A27 Arundel by pass. They are also having a meeting on 27th November but further information will follow.

A resident in Chalcraft Lane has reported clearance of trees and bushes at the back of Chalcraft Nursery and had asked if the Parish knew anything. The Clerk had made enquiries with Arun DC, who informed her that the agent for this site was clearing the area for extra storage for the nursery.

The Clerk reminded members to inform her if they were going to attend the opening of the Charley Purley PH, that members had been invited to.

17216 Urgent Matters

Cllr Mrs Yeates informed members she has questionnaires regarding the A27 Arundel by pass should members wish to take one.

There being no further business the Chairman closed the meeting at 20:25

SignedChairman

Date