

**MINUTES OF THE MONTHLY MEETING
OF BERSTED COUNCIL
HELD AT 19:00 ON TUESDAY 13 NOVEMBER 2018
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs R. Dear, H. Carey, K. Greenway, 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: 6 members of the public.
Mrs D. Holcombe (Clerk/RFO) and Mrs S. O'Connell (Deputy Clerk).
D. Cllrs Mrs S. Bence and Mrs A. Rapnik
Kevin Smith – Bognor Post

18260 Apologies for Absence
Cllr Meagher

18261 Declarations of Interests
None

18262 Councillor Co -option
Cllr Knight welcomed the candidates, Mr S Hearn and Miss J Sorensen and went on to explain the co-option process. Both candidates were invited to talk, about why they wanted to be a Bersted Parish Councillor, which was followed by questions from the Chairman and other Councillors. The Council would then vote at the end of the meeting. The candidates were informed that the Clerk would contact them the next day with the result of the vote.

18263 Public Session
None

18264 Minutes of the Council of 9th October 2018
RESOLVED that the Minutes of the Council of 9th October 2018, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

18265 Matters Arising from the Minutes
None

18266 Reports from County & District Councillors

a) **West Sussex County Council**
C. Cllr D Edwards did not attend
C. Cllr F Oppler did not attend.

b) **Arun District Council**
D. Cllr Mrs Bence reported she has been involved with matters at the Mulberry Fields development in New Barn Lane. Arun DC have issued a temporary stop notice on the site

as there are several conditions that have not been complied with, these need to be addressed before the developers can continue.

D. Cllr Mrs Pendleton did not attend.

D. Cllr Mrs Rapnik reported her time has been taken up with the Arun D C's decision to withdraw the warden at Olivia Court. She has also been nominated on to the Planning Committee at Arun DC.

18267

Committee Reports

a) **Community Resources Committee 23rd October 2018**

Cllr Lury gave a verbal report from the meeting and mentioned the young oak tree that was being purchased for planting at Jubilee Field in memory of the late Cllr John Potter. **RESOLVED** to adopt the Minutes of the Finance & General Purposes Committee of the 23rd October 2018.

b) **Planning, Amenities and Environment Committee 6th November 2018**

Cllr Mrs Yeates gave a verbal report from the meeting. **RESOLVED** to adopt the Minutes of the Planning, Amenities & Environment Committee of 6th November 2018.

18268

Sharepoint

The Clerk informed members there were still 3 councillors not using sharepoint. To be GDPR compliant **all** members need to have .gov.uk emails. Help is available from JNR Computers to set this up if required.

18269

Financial Matters

a) **To approve the Income and Expenditure report for October 2018**

The October 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 income was up.

RESOLVED to approve the Income and Expenditure for October 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 request to waiver the cost of hall charges for Bognor Regis Carnival Committee fund-raising event in March 2019.**

RESOLVED to approve the request from Bognor Regis Carnival Committee to waive the cost of the hall charges for their fund-raising event in March 2019.

ACTION the Clerk to inform Bognor Regis Carnival Committee.

Cllr Woodall declared a pecuniary interest.

18270

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 praised the Clerk for arranging the meetings with other Clerks in the Arun and Chichester District.

c) **Deputy Clerk**

The Deputy Clerk reported she had attended the October Tea & Coffee Club, continues to study for the GDPR Foundation Course, has been busy with hall bookings, liaised with WSCC Highways regarding a planter for Stroud Green Drive, preparation of co-option papers, arranged adverts in the Bognor Observer & Bognor Post for 2019 Discretionary Grants and had a tour of the parish, with the Clerk, checking the accuracy of dog bin locations as listed by Arun DC.

d) **Reports from outside bodies**

None

18271 Correspondence the Clerk has received the following: -

a) Emails from Arun DC regarding: -

- the 6 months rule prior to Elections
- the Green Infrastructure Masterplan meeting 22nd November at 6pm at the Arun Offices.
- call for sites for Gypsies and Travellers

b) Emails from SSALC regarding: -

- general powers and S137 updates.
- disqualification criteria for Councillors and Mayors
- important GDPR changes
- armed forces -connect south east
- council tax referendums

c) Emails from EA confirming the section from Barton Road which drains into the Aldingbourne Rife has not yet been started due to delays in the programme.

d) Emails from EA and Arun DC confirming site visit booked for Spinney, North Bersted Street 6th December 18.

e) Emails from Sussex Police with Octobers Fraud newsletter: phone number spoofing scams and fake Virgin media calls.

f) Thank you letter from Victim Support for their grant, which has enabled 24 volunteers to attend 3 core training courses.

g) Thank you from Bognor Regis Youth Football for their grant cheque.

18272 Councillor Photographs

Will be postponed until the December meeting when all councillors will be available and group and individual photos will be taken.

18273 Urgent Matters

None

18274 Councillor Co-option Vote

Members voted to co-opt Mr S Hearn and Miss J Sorensen to be members of Bersted Parish Council.

ACTION the Clerk to inform Mr S Hearn and Miss J Sorensen of the Council's decision.

There being no further business the Chairman closed the meeting at 19:53

SignedChairman

Date