

**MINUTES OF THE MONTHLY MEETING
OF BERSTED COUNCIL
HELD AT 19:00 ON TUESDAY 9 JULY 2019
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

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

In attendance: 1 member of the public.

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

D. Cllr Batley

Kevin Smith – Bognor Post

19114 Apologies for Absence

Cllr Greenway

C. Cllr Oppler

19115 Declarations of Interests

None

19116 Public Session opened at 19:01

A member of the public asked if the Council had considered setting up an action team consisting of Councillors and volunteers with regards to litter picking, tree trimming. He praised Westhampnett PC who had a group set up with the relevant qualifications and training that had helped a relative. Members asked that this be itemised for the Community Resources Committee to consider. The Clerk will contact the Westhampnett Clerk for information.

Public Session ended at 19:05

19117 Minutes of the Council of 11th June 2019

RESOLVED that the Minutes of the Council of 11th June 2019, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

19118 Matters Arising from the Minutes

Minute 19088 – Cllr Mrs Yeates re dog bins. She reported so far, no luck at Arun DC but she will keep on to it with them.

19119 Reports from County & District Councillors

a) West Sussex County Council

C. Cllr D. Edwards did not attend.

C. Cllr F. Oppler sent his apologies.

b) Arun District Council

D. Cllr Mrs Yeates reported that she has been busy at Arun DC with Committees.

Community Infrastructure Levy (CIL) is being looked at by the Arun DC Council and if voted in will go to examination. She will be attending the Police and Crime Panel meeting in September and is on the Governors panel for West Sussex Hospitals.



D. Cllr Lury reported that the Arun Local Plan housing supply has dropped below the 5-year supply which is not good news. As Cabinet Member for Planning, he would like to see more planting of woodlands and issues regarding climate change considered as these are not really covered in the Local Plan. Development control meetings are being filmed and can be watched online.

D. Cllr Batley reported that he has been dealing with some issues on the Trees Estate regarding an empty garage space and complaints by a resident.

19120 Committee Reports

- a) **Finance & General Purposes Committee 25th June 2019.**
Cllr Heaton gave a brief verbal report from the meeting.
RESOLVED to adopt the Minutes of the Finance & General Purposes Committee of 25th June 2019.
- b) **Infrastructure Committee 27th June**
Copies of the report were circulated to members.
- c) **Forward Plan Committee 27th June**
Copies of the report were circulated to members.
- d) **Planning, Amenities and Environment Committee 2nd July 2019**
Cllr Woodall gave a verbal report from the meetings. He informed members there is still an issue with modified old campervans parking at the Newtown Avenue/Chichester Road junction.
RESOLVED to adopt the Minutes of the Planning, Amenities & Environment Committee of 2nd July 2019.

19121 Financial Matters

- a) **To approve the Income and Expenditure report for June 2019**
The June 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.
RESOLVED to approve the Income and Expenditure for June 2019. A signed copy of the Statement of Receipts and Payments is appended to the signed copy of these Minutes.
- b) **To approve one more advertisement for grant applications in November, as the remaining balance for grants is £975.**
Members felt that advertising this should be covered by the notice boards, Buzz newsletter and social media rather than a paid advert.
RESOLVED to not have a paid advert in the local papers.

19122 Parish Plan – Annual Review

To consider and approve proposed changes from the Finance Committee (see changes in bold text):

- a) key one-year projects and how these will be funded (page 11 and proposals in items 10 and 11).
- b) key long-term projects and how these will be funded (page 12)
- c) Aspirations (page 13). Cllr Mrs Yeates asked that dog bins is included. Members agreed.

RESOLVED to agree the recommendations of the Finance Committee with one amendment to include dog bins on page 13.

19123

Twitter and Facebook

Approval for Councillors Greenway, Outen and Spencer to assist the Deputy Clerk with the administration of the Parish Council's Twitter & Facebook pages.

Members agreed for Councillors Greenway, Outen and Spencer to assist the Deputy Clerk with Facebook and Twitter, if all items for publication were sent to the Deputy Clerk for vetting, in accordance with the Communications and Media Policy.

RESOLVED to approve Councillors Greenway, Outen and Spencer assist the Deputy Clerk with Facebook and Twitter.

19124

Councillor Public Stands

To agree approval of Councillors having a public stand to promote the Parish Council at various locations in Bersted. Members agreed but also suggested the Clerk contacts Shelia Hodgson at Bognor Regis Town Council as they do something similar.

RESOLVED to agree to having a public stand in the parish to promote the Parish Council.

19125

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 informed members that she had been compiling the new Handbook with the Clerk, attended the Tea and Coffee Club, ordered banners for "Do you Know Bersted", dealt with planning issues and displayed the Bersted in Bloom children's drawings competition at the hall.

d) Reports from outside bodies

Bognor and Bersted United Charities

Cllr Heaton circulated his report to members.

19126

To approve the 2019 Handbook

Members agreed.

RESOLVED to approve the 2019 Handbook.

19127

Correspondence the Clerk has received the following: -

- Police newsletters
- Data Protection/Sharepoint course confirmation
- Pagham PC/Paul Collins correspondence Arun DC
- ADALC 17th July 7pm Meeting at Aldwick PC
- Arun's Joint Action Group -car crime advice
- Questionnaires & Consultations from Arun DC on Design Guide Supplementary Planning Document, Public Open Spaces and Car Parking And Gypsy and Traveller and Travelling Show People sites.

Reminders:

- “Do you know Bersted” here on Tuesday 16th July at 2-4pm and 8pm.
- Introduction to Planning here on **Thursday** 8th August 7pm.
- Tea & Coffee here on Tuesday 13th August 2pm.
- Bersted in Bloom awards and St Wilfrid Presentation here on August 13th Tuesday 7pm.
- Data Protection and Sharepoint presentation here on Tuesday 20th August 7pm

19128

Exempt Matters

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

To receive and, if agreed, approve the recommendations of the Personnel Committee 27th June for a 1spt increase for both Clerks following successful annual staff appraisals.

RESOLVED to approve a 1spt increase for both Clerks.

19129

Urgent Matters

Members noted that two Doctors in the parish had died recently.

Cllr Kapp informed members that she had been looking into the history of Bersted, specifically the excavation of a warrior found when site 6 was being built. She had been in touch with the Novium Museum in Chichester and there will be an announcement later in the year. Cllr Knight thanked her for the work she has put in to researching this.

Cllr Woodall invited members to Music in the Park, at Hotham Park on 28th July.

There being no further business the Chairman closed the meeting at 20:30

SignedChairman

Date