

**MINUTES OF THE MONTHLY MEETING OF BERSTED COUNCIL
HELD AT BERSTED JUBILEE HALL, CHALCRAFT LANE, BERSTED
AT 19:00 ON TUESDAY 12 SEPTEMBER 2023.**

Present: Cllrs B. Bellhouse, K. Greenway, M. Lury, A. Smith, J. Spencer (Chair),
A. Van Koolbergen and P. Wells
Mrs S O'Connell (Deputy Clerk) and Ms J. Milson (Community Clerk)
C. Cllr Francis Oppler

In attendance: 0 members of the public.

23175 To Elect the Vice Chairman of the Council

- a) Nominations have been received for Cllr Yeates & Cllr Smith
- b) Members voted by a show of hands.
Cllr Yeates was elected as Vice Chairman of the Council.

23176 Declaration of Acceptance of Office

Cllr Yeates had sent her apologies and will be asked to sign the Declaration of Acceptance of Office when she is available.

23177 Apologies for Absence

Cllrs Kapp, Ralph and Yeates

23178 Declarations of Interests

Cllr Lury declared an interest as a member of Arun DC Planning Committee.

23179 Public Session

None

23180 Councillor Co-option

The Chairman informed Members no applications had been received.

23181 Public Session

None

23182 Minutes of the Council Meeting 8 August 2023

RESOLVED that the Minutes of the Council Meeting 8 August 2023, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

23183 Matters Arising from the Minutes

Minute 23148 – Cllr Greenway informed members that several questions on Bersted Brooks Park had been submitted to Arun DC Environment Committee held last week, although an item to discuss the proposals was not on the agenda, questions from the public were answered. When Arun DC publish them, he will let the Clerks at Bersted know.

23184

Reports from County & District Councillors

C. Cllr Greenway's report was circulated to Members. C. Cllr Greenway gave an update to his report regarding waiting restrictions (double yellow lines) on Chichester Road (New Barn Lane & Brazwick Avenue) this is going to be implemented within 6 weeks.

Public footpath 136 has not been cleared as agreed so he will chase this.

Cllr Wells asked if the County Council could take any action regarding cars parking at the entrance to Willows Edge off the roundabout as they are causing safety issues. C. Cllr Greenway responded County could look at applying for a Traffic Regulation Order (TRO) but it would need to go out for public consultation.

C. Cllr Oppler's report was circulated to Members. Members commented on the issues at Heath Place which Arun DC Planning Enforcement and the Environment Agency are involved with.

C. Cllr Oppler left the meeting at 19:26

District Councillors

D. Cllr Greenway's report was circulated to Members.

D. Cllr Lury's report was circulated to Members. Members commented that Arun DC could get more revenue from putting up the parking disc charges. Cllr Wells suggested Arun DC talk to traders in the town regarding this.

D. Cllr Yeates had sent her apologies and her report was circulated to Members.

Written reports received are appended to these minutes.

23185

Committee Minutes

To note the Minutes of the following Meetings.

- a) Infrastructure Meeting held on 13 July 2023.
- b) Planning Committee held on 5 September 2023.

Cllr Spencer asked if members had any questions.

Cllr Lury declared an interest as a member of Arun DC Planning Committee and left the meeting at 19:35.

Members noted the above minutes.

23186

Planning Application BE/98/23/TC – Fell 2 False Acacia to ground level in the North Bersted Conservation Area.

RESOLVED to make the following comment. NO OBJECTION but commented that the street scene will be affected and request that Arun DC replace the trees in an appropriate area.

Cllr Greenway declared a personal interest.

Cllr Lury declared an interest as a member of Arun DC Planning Committee.

Cllr Lury returned to the meeting at 19:45

23187

Bersted Playscheme 2023

The Community Clerk gave members an update. The Playscheme was very well attended and those taking part for the first time gave positive feedback. Next year the goody bags



will be looked at to do something slightly different. The Raffle and Tombola raised £315 towards food for families.

The Community Clerk informed members that the Community Action Committee will look at everything in more depth at their meeting on 19 September.

23188 **Financial Matters**

- a) To approve the Income and Expenditure Report for August 2023.
The August Income and Expenditure Report had previously been circulated to all members. The Deputy Clerk asked if there were any questions. Cllr Wells informed members he found the budget meeting with the Clerk useful to understand Bersted P C's financial situation. He felt that the Parish Council Reserves were too low, and commented this was also noted by the External Auditor in their report. Members agreed to approve the Income & Expenditure Report for August. Cllr Smith asked what the Parish precept was as the figure shown seemed low. The Deputy Clerk explained that it was the amount of the second tranche received in September of the overall Precept request.
RESOLVED to approve the Income and Expenditure for August 2023.

23189 **Councillor Shripney Meet and Greet Stand – Sunday 1 October 11am**

It was noted that the date was Sunday 1 October, and the location will be in the service road off the A29, opposite Barn Lane. It is an opportunity for Councillors to meet residents and answer any queries they may have and provide information of where they can get information regarding services at Arun DC and WSCC. The Clerks will provide handouts and leaflets. Cllrs Spencer & Yeates will deliver leaflets to residents informing them of the stand.

23190 **Parish Reports**

- a) **Chair**
Cllr Spencer's report was circulated. Cllr Greenway wished to minute his thanks to Gary Winter and Cllr Spencer for the good job in refurbishing the Clerks' Office.
- b) **Clerk/RFO**
The Clerk's report was circulated.
- c) **Deputy Clerk**
The Deputy Clerk's report was circulated.
- d) **Community Clerk**
The Community Clerk's report was circulated. Cllr Greenway reported that 2 notice boards, in Maple Gardens and Tamarisk Close had graffiti on them. Cllr Spencer to deal with it.
- e) **Councillor Reports**
Cllrs Smith and Van Koolbergen's reports were circulated.
Written reports received are appended to these minutes.

23191 **Correspondence**

- a) Climate Change working group meeting - Thursday 14th September at 7pm.
- b) Parish Litter Pick - Saturday 16th September, 11am, Jubilee Field, New Barn Lane, Chalcraft Lane and Winston Crescent area.
- c) Tea & Coffee - Monday 18th September at 2pm.



- d) Community Action meeting - Tuesday 19th September at 7pm.
- e) Finance meeting - Tuesday 26th September at 7pm.
- f) Planning meeting - Tuesday 3rd October at 7pm.
- g) Council meeting - Tuesday 10th October.
- h) Infrastructure-Thursday 12th October, 11am.
- i) Tea & Coffee - Monday 16th October at 2pm.
- j) Willow Pond volunteers to meet Cllr Spencer on Sunday 15th and & Spinney 22nd October at 10am.
- k) Parish Litter Pick - Saturday 21st October, 11am. Trees Estate. Cllr Greenway asked Cllr Lury to write and ask Biffa to attend as there will be bulky items to remove.
- l) Personnel Meeting -Tuesday 24th October, 7pm.

23192 **Urgent Matters**
None

There being no further business the Chairman closed the meeting at 20:21

SignedChairman **Date**