

**MINUTES OF THE COMMUNITY ACTION COMMITTEE
OF BERSTED PARISH COUNCIL HELD AT 19:02 ON TUESDAY 21ST MARCH 2023
AT BERSTED JUBILEE HALL, CHALCRAFT LANE.**

Present: M. Lury (Committee Chairman), W. Kapp (Committee V. Chairman), P. Ralph, J. Spencer, D Holcombe- Clerk/RFO, J Milson -Trainee Clerk.

Community Representatives: S. Hearn, and Reverend Jo King.

- 22403 Apologies for Absence**
Cllr M. Warr-Chapman.
- 22404 Declarations of Interests**
None.
- 22405 Minutes of the Community Action Meeting of 17th January 2023**
RESOLVED that the Minutes of the Community Action Meeting held on,17th January 2023, having been circulated in advance be taken as read and signed by the Chairman as a true record.
- 22406 Matters Arising from the Minutes**
None.
- 22407 Community Reports**
Reverend Jo King advised that they were preparing for the upcoming Coronation which consists of a community bring and share lunch on Sunday 7th May followed by a Big Help Out day being held on the Monday 8th May. Clerk suggested Jo provide any advertising for events for Clerks to circulate on our communication platforms.
Steve Hearn advised a Craft Fayre was taking place at the hall on 25th March, further craft fayre dates at Jubilee Hall are 8th July, 9th September and 11th November. During the November fayre Steve advised he would be advertising the Christmas Fayre 2023 to take place at Jubilee Hall.
Cllr Kapp & Lury would also like to hold a Tombola/Raffle at the July Craft Fayre in order to raise monies for Fresh Food for Families and enquired if a table could be allocated for this. Steve agreed to this and will discuss further with the Clerks.
- 22408 Community Resources Budget 22/23**
A proposal by Cllr Lury, was made to move the remaining balance of £96.61 into Fresh Food for Families, this was seconded by J. Spencer.
RESOLVED to approve to move the remaining balance of £96.61 into Fresh Food for Families.
ACTION Clerk/RFO to arrange transfer.
- 22409 Community Resources Budget 23/24**
a) Approve a £100 commitment from the 23/24 Budget in support of the Coronation community events arranged by the Holy Cross Church

RESOLVED to approve to donate £100 towards Coronation events for Bersted.

ACTION Clerk/RFO to arrange payment via BACS.

- b) A discussion was held regarding a commitment from the 23/24 Budget for a weekly Raffle or Tombola at the Friday Playscheme on Jubilee Fields to raise funds for local families 28/7-25/8/23. Cllr Kapp and Lury advised they would be willing to donate canned food and drinks and concert tickets etc. Rev Jo King advised she would be willing to advertise this to her parishioners. Clerk/RFO suggested the committee considered a small contingency budget be set for the Tombola/Raffle. An initial amount of £100 was discussed and approved. Rev Jo King suggested clear signage was made that the proceeds from the Tombola/Raffle were being raised for local families and not the Parish Council.

RESOLVED to approve a £100 contingency budget for playscheme raffle/tombola. This was proposed by Cllr Lury and seconded by Cllr Ralph and Spencer with the contingency that this may need to be reviewed during the year.

ACTION Clerk/RFO to update budget commitments accordingly.

- c) Approve a commitment from the 23/24 Budget for local families for half-terms via local schools, Members noted the next half-term is the end of May, with further half-terms in July, October, December, mid- February and Easter. Clerk/RFO and Cllr Lury advised that caution is required when allocating the budget. It was noted that donations last year were £300 but that said we have no guaranteed funding this year. Cllr Lury suggested an amount of £250 be considered by the committee and added he hoped further monies would be raised via Tombola/Raffle to help sustain the budget for the coming year. Clerk/RFO suggested that this be reviewed at each meeting for each half-term as appropriate throughout the year after consulting the budget.

RESOLVED to approve a donation of £250 to be allocated to Bersted Green School and Southway School for May half term.

ACTION Clerk/RFO to inform schools and arrange payment via BACS from the 23/24 budget.

22410

Foodbank donations

Clerk /RFO advised it had been requested that we reinstate this facility within the Foyer at Jubilee Hall. Members discussed and suggested other organisations that would receive food donations were such as Salvation Army and Harvest UK. Trainee Clerk advised she had made contact with Harvest UK with the view to come along to our monthly tea afternoon to give a talk on their facilities with a view to discuss with them an opportunity to use the hall for distribution purposes. Rev Jo King suggested some joined up work could take place and Trainee Clerk agreed to keep Rev Jo King updated.

RESOLVED Agreed to reinstate donation area in foyer of Jubilee Hall.

ACTION Trainee Clerk to report back to Rev Jo King and Members about Harvest UK.

22411 Tea & Coffee Club -2023 schedule- Monthly, Mondays, 2pm
17th April – Fire Community Service Presentation, 15th May – Hoy Bingo & Quiz, 19th June -Book Swap & Quiz, 17th July – Age UK Presentation, 18th September – Dave’s Music, 16th October-Hoy Bingo & Quiz, 20th November – theme tbc, 18th December – Arun A Capella tbc. Steve Hearn suggested we might consider contacting Jane Town Cryer to give a talk in November.

- 22412 Correspondence and Reminders**
- a) Bersted Hub - Letter of thanks received. It was noted that the main donation was from Bersted Parish Council.
 - b) Holy Cross Church – Coronation correspondence
 - c) Rotary Club – Clerk/RFO advised she had been contacted by the club potentially offering a donation to the summer playscheme. Communications are ongoing and she will report back at the next meeting.
 - d) Bersted Green School – Thank you for donations received.
 - e) Southway School – Thank you for the donations received.
 - f) Freedom Leisure-advisory of this year’s playscheme costs to Bersted Parish Council.
 - g) SCYP - advisory of this year’s playscheme costs to Bersted Parish Council.
 - b) Next Community Action Meeting, **23rd May 2023.**

22413 Urgent Matters
None.

There being no further business the Chairman closed the meeting at 19:43

Signed Committee Chairman Date

