

Deputy Clerks report – Nov - Dec 23

I have been involved with and attended the following: -

Tea & Coffee Club 20 November.

Clerks Meeting at Arun DC on 23 November with Daniel Bainbridge, Governance & Monitoring Officer.

Attended the Finance Meeting on 28 November.

Dealing with fallen trees in the Spinney, liaising with the Greenbelt tree surgery to remove them.

Providing quotes for a new website provider

Reviewing hall and meeting room fees for 2024.

With the Chairman drafting an Emergency Resilience Plan for Bersted to bring forward for Council to review, providing a document that will give guidance to residents.

Updating the Parish website and facebook page.

Hall booking enquires, meeting with potential new regular users.