

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
OF BERSTED PARISH COUNCIL HELD AT 19:00 ON TUESDAY 24th MAY 2022
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

- Present:** Cllrs. D. Lainchbury (Current Chairman), K Greenway (Current Vice Chair), J. Spencer, Thompson, A Van Koolbergen, and Mrs Holcombe (Clerk and Responsible Financial Officer).
- 22034 Election of Committee Chairman**
The Clerk informed members she had received a nomination for Cllr Lainchbury. Members of Committee voted by show of hands and Cllr Lainchbury was confirmed as Committee Chairman.
- 22035 Election of Committee Vice Chairman**
The Clerk informed members she had received a nomination for Cllr Van Koolbergen. Members of Committee voted by show of hands and Cllr Van Koolbergen was confirmed as Committee Vice Chairman.
- 22036 Apologies for Absence** Cllrs P Hastings, R Outen,
- 22037 Declarations of Interests**
Personal interest declared by Cllr Lainchbury as he was informed by several residents of their request for a dog bin near the Spinney, North Bersted Street.
- 22038 Public Session** None.
- 22039 Minutes of the Meeting of the 26th April 2022**
RESOLVED that the Minutes of the meeting of the 26th April 2022, having been circulated in advance, be taken as read and signed by the Chairman as a true record.
- 22040 Matters Arising from the Minutes**
Minute 21455 Update from Clerk on her meeting today with Mr Frears, after going through historic and recent files with Mr Frear and showing documents that prove that WSCC Highways and Arun DC have joint ownership and riparian responsibility, Clerk and Mr Frears looked at conservation signage options and costs. Mr Frears confirmed he would like to donate £500 towards the costs so that the Parish Council can make further enquiries and arrange installation of signage. Clerk confirmed that this will be referred back to this Committee once costs and design are known and permissions are sought.
- 22041 22-23 Bersted Jubilee Hall Expenditure**
Current spend details as already circulated by the Clerk were approved by Members.



LOTTERY FUNDED

- 22042 22-23 Reserves and Investment Strategy and Reserve Transfer**
Clerk/RFO had previously circulated the Reserve Report and Investment Strategy, Members reviewed these and approved.
RESOLVED to agree the Reserves and Investment Strategy.
Clerk/RFO requested approval for the necessary transfer of 17,632 to cover towards the conversion costs. Members reviewed these and approved.
RESOLVED to agree the Reserve transfer of 17,632 to cover towards the conversion costs.
- 22043 22-23 Financial Regulations**
Finance Regulations were previously circulated by the Clerk/RFO. Members reviewed these and approved.
RESOLVED to recommend adoption of the NALC model of Financial Regulations.
- 22044 22-23 Standing Orders**
NALC model Standing Orders previously circulated by Clerk/RFO. Members reviewed these and approved.
RESOLVED to recommend adoption of the NALC model of Standing Orders.
- 22045 22-23 Terms of Reference**
Terms of Reference previously circulated by Clerk/RFO and reviewed by Members.
RESOLVED to approve the Terms of Reference for 22-23.
- 22046 22-23 Dog Bin Review**
Resident requests as previously circulated by Deputy Clerk were reviewed by Members. Regarding the Chalcraft lane request for a dog bin, Members requested that developers are instructed by Council to put in dog bins in the Chalcraft Lane area as part of any new development. Other locations were reviewed along with the bin map for Bersted, and Members voted that North Bersted Street was most in need. Members also agreed that in the future the option of whether a normal waste bin or dog bin is more suitable should be considered.
RESOLVED to recommend to Council a dog bin for North Bersted Street near The Spinney -Deputy Clerk to liaise with Arun DC as to an exact approved location.
- 22047 Correspondence** Councillor Finance training courses scheduled.
- 22048 Urgent Matters** None.

There being no further business the Chairman closed the meeting at 19:58

Signed Chairman of the Committee Date



LOTTERY FUNDED