

**MINUTES OF THE COMMUNITY ACTION COMMITTEE OF
BERSTED PARISH COUNCIL HELD AT 19:00 ON TUESDAY 23RD JANUARY 2024
AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

Present: Cllrs: W. Kapp (Vice Chair), Alan Smith, Paul Ralph, Phil Woodall, and June Milson (Community Clerk)
Community Representative H Griffin, Reverend Jo King, Steve Hearn,
1 Member of the Public in attendance.

23358 Apologies for Absence – Cllrs M. Lury (Committee Chair), Cllr J Spencer, Cllr Bex Bellhouse.

Vice Chair, W. Kapp welcomed the member of public and Members introduced themselves.

23359 Minutes of the Community Resources Meeting of 21st November 2023
RESOLVED that the Minutes of the Community Action Meeting held on, 21st November 2023, having been circulated in advance be taken as read and signed by the Chair as a true record.

23360 Matters arising from Minutes - None

23361 Community Reports:

H Griffin reported that – Carpet Bowls Club is now at capacity with three new members joining last month. The total amount donated to Dementia Support and Sage House last year was £762.02. This amount included an anonymous donation which matched the amount raised by Carpet Bowls. The Committee congratulated the Carpet Bowl Members on their achievements.

Steve Hearne reported that – 4 Craft Fayres have been booked at Bersted Jubilee Hall for the months of April, June, September, and October. A further two are to be held at Pagham and Rustington. These Fayres are very popular, and Steve advised they are already fully booked. Steve invited Bersted Parish Council to hold a Tombola Table. Cllr W. Kapp thanked Steve and advised she would make enquiries with Councillors and feedback.

Reverend Jo King reported that – Holy Cross had a good Christmas and were now busy preparing for Easter. They are looking into consecrated ground either at or near the Church. It is hoped that access building work will take place in the Spring of 2024. The possibility of a Cake and Plant Stall is being planned for May.

FSW – No reports received from the Family Support Workers (FSW)

23362 Budget 23/24

a) Update from The Community Clerk, Spread Sheet previously circulated.

Community Clerk outlined the remaining balance available for CC34 & CC36 and advised we were still receiving a monthly donation from a local resident for Fresh Food for Families.

23363

Donation to Fresh Food for Families provision to Bersted Green/Southway and Bartons Schools

- a) To approve donation to schools for February half term.
Cllr P Ralph enquired if we allocate funds to the schools with the most needs. A discussion was held around this, Members agreed that it would be difficult to identify.
RESOLVED - Approve donations to Bersted Green and Southway Members resolved donations of £250 each and Bartons £125.
ACTION – Community Clerk to arrange via Clerk/RFO Bacs payment for February half term.
- b) To approve donations to schools for Easter (Good Friday is 29/3/24).
Cllr W. Kapp advised the committee that the local resident had kindly donated an extra amount to Fresh Food for Families and had requested an extra amount be donated to the schools for Easter. A discussion was held around this, and Members agreed that Bersted Green and Southway would receive £300 each and Bartons would receive £150.
RESOLVED – Approve donations of £300 to each Bersted Green and Southway School. Bartons to receive a donation of £150 for Fresh Food for Families for Easter.
ACTION – Community Clerk to arrange via Clerk/RFO Bacs payment for March half term.

23364

Community Action Terms of Reference

To review and approve Terms of Reference for Handbook

Community Clerk advised this was an annual requirement for the Handbook and advised the Terms of Reference are referred to when committee members put forward spending commitments for the coming Financial Year. A request was made to committee members to email the Community Clerk with spending commitment ideas to be discussed at March Community Action Meeting.

Cllr W Kapp drew the members attention to a request from Cllr K Greenway to consider celebration or remembrance activities for annual events (such as Armistice Day) This request was put forward at a meeting 16/11/21. Members agreed this request fell under 'Community Events' within the Terms of Reference. The Committee looked at the existing Terms of Reference and discussion was held around this. Reverend Jo King suggested perhaps welcome packs could be produced with local information included such as contact numbers, events, bus routes etc for new residents moving into new developments. She advised that some parishes have done this and would be happy for Holy Cross to be involved. It was agreed that this would fall within the Terms of Reference and will be discussed further in the meeting held in March. It was agreed that the Terms of Reference would stand with no alterations.

RESOLVED – To approve Terms of Reference as they stand. Commitments to be approved and itemised for March.

23366

Reminders

Tea and Coffee Club Monday - February 19th. 4Sight Guest Speaker Hoy
Bingo
Tesco blue in Store until end of March.
Next Community Action Committee Meeting Tuesday 19th March 7pm
Chairman’s Reception 28th March 7pm-9pm

23367

Correspondence

- a) Poppies on Lampposts – Awaiting a response from Felpham Village Conservation
- b) Bersted/Southway/ Bartons Schools – Thank you emails.
- c) Sage House – Appeal Fund – Community Clerk enquired if Tombola Takings could be considered as a donation. Reverend Jo King reminded Members that there are also local groups being run for the Community and these might also be a consideration for donations. Cllr Alan Smith will make enquiries at Grove House Surgery to see what local support groups are being held. Steve Hearne suggested perhaps we could consider holding an annual Community Event to raise funds for such requests. This will be itemised in March Meeting for consideration.
ACTION – Community Clerk to add to March Agenda Local Support Groups being held and Annual Community Event.
ACTION – Cllr Alan Smith to make enquiries at Grove House Surgery of local support events.
- d) Arun Food Fund – Community Clerk advised that we may be able to apply based on the criteria for applying e.g. donations to schools for fresh food to assist families. Provide grants to others to support them to provide a service locally i.e. Family Support Worker, Harvest UK, and Foodbank. Committee agreed to apply for this funding.
ACTION – Community Clerk to speak with Clerk/RFO to apply for Arun Food Fund.

23368

Urgent Matters: None.

There being no further business the Chairman closed the meeting at 19.57

Signed

Committee Chairman Date