



**BERSTED PARISH COUNCIL**  
**Clerk/RFO to the Council**  
**Bersted Jubilee Hall, Jubilee Fields, Chalcraft Lane, Bersted,**  
**Bognor Regis, West Sussex, PO21 5TU.**

**01243 842221 clerk@bersted-pc.gov.uk**

**NOTICE IS HEREBY GIVEN THAT THE COMMUNITY ACTION COMMITTEE OF BERSTED PARISH COUNCIL WILL MEET AT BERSTED JUBILEE HALL, JUBILEE FIELDS, PO21 5TU. AT 19:30 ON TUESDAY MAY 21st, 2024.** Members of the public are welcome to attend this meeting. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business which is set out in the agenda below.

**Members:** Cllrs: Martin Lury (Chair), W. Kapp (Vice Chair), J. Spencer, G. Yeates, Paul Ralph Bex Bellhouse, Phil Woodall, Alan Smith, and Community Clerk June Milson.

**Community Representatives:** H. Griffin, S. Hearn, Reverend Jo King, Susannah Conway (ADC), Jacqui Herrington (FSW),

**AGENDA AND BUSINESS TO BE CONDUCTED**

Notice to all in attendance, this meeting is recorded for the Clerks use only, for the purpose of accuracy of minutes, once minutes are ratified the recording will be deleted.

**1) Election of Committee Chairman**

To elect a Committee Chairman for the forthcoming year.

**2) Election of Committee Vice Chairman**

To elect a Vice Chairman for the forthcoming year

**3) Apologies for Absence.**

**4) Declarations of Interests.**

It is a requirement for all Members to make a declaration of personal and prejudicial interests either prior to commencement of the meeting or at any time during the meeting where such an interest may become apparent.

**A resolution may be made to allow members of the public present to ask questions, as per policy to a maximum of 15 minutes.**

**5) Minutes of the Meeting of 19th March 2024.**

To receive and, if agreed, adopt the Minutes of the above Meeting.

**6) Matters arising from the Minutes**

Matters not addressed elsewhere in the agenda.

**7) Community Representative and Committee Reports**

a) Steve Hearn, b) Herbie Griffin, c) Family support (FSW), d) Reverend Jo King.

**8) Business Parish Plan Committee slide**

To approve reworked slide content for new website. See circulated.

**9) Budget 24-25 Budget Circulated - Update from Community Clerk**

a) CC36 To approve donations for Schools Fresh Food for Families for July end of Term.  
b) CC36 to approve donation to Royal British Legion for Poppies  
c) Future Commitments proposal update - Cllr Bellhouse and Phil Woodall.

**10) CC34 Playscheme Budget - Update from Community Clerk**

To discuss and agree Community Action Ideas for 2024

See Appendix 1 Minutes 19<sup>th</sup> September 2023 any other suggestions.

**11) Meet & Greet - Councillor Stands**

Bersted Hub Stand - 7/8/24 to finalise plans for the day and volunteers.

**12) Bognor Hospital Fete 27<sup>th</sup> July 1pm - 4pm** Finalise arrangements and confirm Volunteers to assist Wendy with the Tombola.

**13) Reminders**

a) **No Tea & Coffee Club (Electors Meeting)**

b) Electors Meeting May 24<sup>th</sup> 7pm - Dave's Music.



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c) D-Day 80 Flag of Peace 6<sup>th</sup> June, 9am Jubilee Hall, Bartons and Bersted Green Schools are attending

c) Craft Fayre 8<sup>th</sup> June Tombola??

d) Community Action Meeting Tuesday July 16<sup>th</sup> 7pm.

**14) Correspondence** Bersted/Southway/Bartons Schools -Thank you emails from schools for Fresh Food donation.

Further donations to Fresh Food for Families from Mrs Edwards - Community Clerk has written a thankyou letter.

Sage House - Thank you letter to Tea & Coffee Club.

WSSC ways to help Nature - Survey previously circulated.

**15) Urgent matters** other matters considered by the Chairman to be of an urgent nature and notified in writing in advance. Members should note that no decision can be made.

**June Milson, Community Clerk, 14th May 2024.**