

**MINUTES OF THE MONTHLY MEETING OF BERSTED COUNCIL
HELD AT BERSTED JUBILEE HALL, CHALCRAFT LANE, BERSTED
AT 18:30 ON TUESDAY 12 NOVEMBER 2024.**

Present: Cllrs J. Barrett, W. Kapp, M. Lury, G. Markwell, P. Ralph, A. Smith, A. Van Koolbergen, J. Warr-Chapman, P. Wells, P. Woodall, J. Spencer (Chair) and G. Yeates (Vice Chair).
Mrs D. Holcombe (Clerk/RFO), and Ms J. Milson (Community Clerk).

In attendance: 2 Members of the public.

Chairman confirmed he was happy to be back after a few months of illness and asked Members if they were happy for him to chair the meeting. Members confirmed they were.

Chairman confirmed this meeting is recorded for the purpose of the minutes and the recording will be deleted once these minutes are ratified.

24265 Apologies for Absence

Mrs S. O'Connell (Deputy Clerk) and Cllrs: Bellhouse, Greenway and Oppler.

24266 Declarations of Interests

Cllr Lury declared an interest as a Member of Arun DC Planning Committee.

24267 Minutes of the Council Meeting 8 October 2024

RESOLVED that the Minutes of the Council Meeting 8 October 2024, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

24268 Matters Arising from the Minutes- None.

24269 Reports from County & District Councillors

C. Cllr Greenway's -apologies received.

C. Cllr Oppler-apologies received.

District Councillors

D. Cllr Greenway -apologies received.

D. Cllr Lury's report was circulated to Members, Cllr Lury gave a summary and answered any questions.

D. Cllr Yeates report was circulated to Members, Cllr Yeates gave a summary and invited any questions. Chair invited Cllr Wells to ask Cllr Yeates questions.

Q1 Cllr Wells asked if any more detail is available regarding the start of development for "West Bersted". Cllr Yeates confirmed that she has now received a more detailed plan of the phasing, and it is better than it was but still not what we asked for, as we asked for the development to start the Chichester Road end and the spine road to be implemented before works start the Chalcraft Lane end. Cllr Wells requested that this matter is reported back to developers as unacceptable. Cllr Yeates agreed to do so and will raise this point at the next meeting.

Q2 Cllr Wells asked Cllr Yeates if anymore could be done to support the businesses in Durban Road that were affected by the recent floods in that area, i.e could funds be obtained from the Environment Agency? Cllr Yeates confirmed she will aim to make enquiries.

Written reports received are appended to these minutes.

24270 Committee Minutes

To note the Minutes of the following Meetings.

- a) Infrastructure Committee 25 October.
- b) Planning Committee 5 November.

24271 Public Session

Q1-Resident present, asked why there is such low attendance by the public at our meetings?

Chair invited Cllr Lury to comment, Cllr Lury explained that unfortunately this is a common theme at a lot of Council meetings in this area, as there can be a lot of apathy. That said, if there is something that the public are unhappy about, we do get a high public attendance.

Q2-Resident present, asked what does the devolution Cllr Lury mentioned mean?

Chair invited Cllr Lury to comment, Cllr Lury confirmed he had heard that devolution was coming with possibly 24 regions with Mayors.

Chair invited Clerk/RFO to comment, Clerk/RFO explained there are varied aspects, and when she was working for County Council 9 years ago, they were talking about devolution in the sense of the County and District Councils looking at devolving some of their services down to the Parish/Town Councils to take on.

24272 Emergency Resilience (5/11 Planning Item 7)

To consider and approve the recommendation of the Planning Committee to use the Bersted Jubilee Hall as a Rest Centre and sign the Arun DC Memorandum of Understanding. This is a follow up to the presentation given here on 22/10 by Arun DC and WSCC. Cllr Wells was invited by Chair to give his comments. Members discussed and agreed to go under the arrangements offered by Arun DC.

Cllr Wells asked if Council would also consider the Community Hub arrangements under WSCC, Members agreed this could be looked at.

Chair invited Clerk/RFO to comment, Clerk/RFO confirmed she plans to look at this as the next step, along with how our own current Emergency Plans for here can be expanded to allow for this to work in practice, Clerk/RFO confirmed she discussed this on 22/10 with the WSCC attendee on how they could do this, and she will follow this up.

RESOLVED to approve the use of Bersted Jubilee Hall to be used by Arun DC as a Rest Centre and sign the Memorandum of Understanding.

ACTION Deputy Clerk to return the signed Memorandum of Understanding to Arun DC.

ACTION Clerk/RFO to look at furthering this and contacting WSCC.

24273 Our Access Road (5/11 Planning Item 8)

To consider and approve the recommendation of the Planning Committee to grant permission for necessary foul sewer works across the access road to Bersted Jubilee Hall from 18th November.

RESOLVED to approve the access to do the necessary works.

ACTION Clerk/RFO to inform contractors, along with reminding them of the agreement reached of their responsibilities when they attended here on 01/11/24 to meet with Clerk/RFO and Deputy Clerk.

24274 Financial Matters

To approve the Income and Expenditure Report for October 2024.

The October Income and Expenditure Report had previously been circulated to all Members.

Clerk/RFO advised Members that this was updated on 31/10/24 along with further columns added as requested to show how the actuals sit with the expected and that the Income & Expenditure is where she would expect them to be at this stage of the financial year. Clerk/RFO confirmed that a small amount of CIL funds had been received from Arun DC and that she wanted it minuted that she would like to thank Arun DC for their support with the additional costs associated with our Operation Watershed application for Shripney, along with the opportunity to try again for S106 funds which she is currently working on. Members thanked the Clerk/RFO for her continued efforts to obtain funds, and having no questions, approved the statement.

RESOLVED to approve the Income and Expenditure for October 2024.

24275

Jubilee Fields Memorial Bench

To consider and approve the quest from Unicorn FC to install at their own costs and maintenance responsibility, a recycled bench with a plaque in memory of their late Chairman. Members discussed and commented that as long as it is clear in the disclaimer as to the agreed location and the risk they take, as there can be no guarantee from this Council that this will not be a subject for damage, as we have experienced this in the past, they are prepared to approve the request.

RESOLVED to approve, along with a disclaimer to protect Council from any responsibility and instructions as to an approved location.

ACTION Deputy Clerk to correspond with requestor, along with obtaining a signed disclaimer.

24276

Public Consultation-Remote meetings and Proxy Voting

To consider and agree our response to this consultation (see email link circulated on WSALC email of 25/10/24 and template kindly supplied by Bognor TC).

Chair invited Clerk/RFO to expand on this item, Clerk/RFO confirmed that she was aware that Cllr Smith and Cllr Yeates have completed their response and would like to hand this to Cllr Yeates to expand as she kindly informed her about the template that Bognor TC had produced which would be helpful to Councillors here.

Chair invited Cllr Yeates to expand on this item.

Cllr Yeates explained further and encouraged all to respond individually and feedback to the Clerk/RFO to collate and respond on behalf of Council.

Chair invited Cllr Markwell to comment on this item.

RESOLVED to approve Clerk/RFO to collate Councils response.

ACTION Clerk/RFO to collate and submit response on behalf of Council.

24277

Parish Reports (Written reports received are appended to these minutes).

a) **Chair**

No report currently from Cllr Spencer.

b) **Vice Chair**

See report circulated.

c) **Clerk/RFO**

See report circulated.

d) **Deputy Clerk**

See report circulated.

e) **Community Clerk**

See report circulated.

f) **Councillor Reports**

Cllrs Smith, Woodall, Kapp and Van Koolbergen's reports were circulated.

24278 Meetings & Reminders

- a) Tea & Coffee - Monday 18th November at 2pm.
- b) Community Action Committee - Tuesday 19th November at 6.30pm.
- c) Finance Committee - Tuesday 26th November at 6.30pm.
- d) Planning meeting - Tuesday 3rd December at 6.30pm.
- e) Tea & Coffee - Monday 9th December at **1.30pm*** (School Choirs).
- f) Council meeting - Tuesday 10th December at 6.30pm.

As explained by Community Clerk*.

24279 Correspondence (All correspondence has been circulated in advance of the meeting).

- a) Email from PCSO inviting us to correspond.
- b) WSCC Riparian Survey-Clerk to respond by deadline of 17/11/24.

24280 Urgent Matters

Chair asked Members to consider assisting with the parish noticeboards.
Cllr Woodall volunteered to take responsibility for the Durlston Drive and Woodlands Road noticeboards.
Clerk/RFO asked Members to let her know if they require any assistance with sharepoint/teams, as she can arrange it for them.

There being no further business the Chairman closed the meeting at 19:52

Signed Chairman Date

Subject to ratification