

Deputy Clerks report —November Council Meeting 2024

I have been involved with and attended the following: -

Teams meeting 15 October with WSCC on Winter preparedness from the Highways team.

Infrastructure meeting 17 October followed by a meeting with French Engineering with regards to Operation Watershed.

18 October - Met with Amber from Portakabin with regards to an update on Emergency Building Plan should anything happen to the Community Centre.

Tea & Coffee Club 21 October

Emergency Resilience meeting 22 October with Michael Rowland of Arun DC.

Online police meeting 29 October.

Speed Indicator Device – data now downloaded and can be found in teams. Next location is Rowan Way from 4 Nov to 18 Nov.

Operation Watershed – liaising with French Engineering and Paul Cann. Planning applications required for the works lodged at Arun DC.

Training with the Clerk on quarterly VAT requests to HMRC.

Ordered wreath for the Parish Council for the Remembrance Sunday service at Bognor Town Hall.

Training to Community Clerk on some quickbooks and Income matters regarding recording VAT income and cheques.

Planning Meeting Agenda preparation for November and overview with the Clerk before I took annual leave.

Entering income and expenditure into quickbooks and issuing invoices.

Updating the Parish website and Facebook page.

Hall booking enquires casual and regular.

Query from a Shripney resident regarding flooding in the service road and when are the gullies going to be cleared. Contacted C. Cllr Greenway with their concerns and he followed up with Highways. Highways will be requesting jetting works on those gullies to be done as soon as it can be programmed in given the history of this area.

Email from a resident in Winston Crescent complaining about football users parking in the road and the fence on the field being too low that balls end up in driveways. Explained the road is a public highway and the Council have no control over it but that they do ask teams to park at the community centre and expansion of the car park is something the Council may be looking at in the future.

Sue O'Connell
Deputy Clerk Bersted PC