

**MINUTES OF THE COMMUNITY ACTION COMMITTEE OF BERSTED PARISH
COUNCIL HELD AT 18.30 ON TUESDAY 21ST JANUARY 2025
AT BERSTED JUBILEE HALL, CHALCRAFT LANE.**

Present: **Councillors:** (Committee Chair), M. Lury, (Committee Vice Chair) W. Kapp,
B. Bellhouse, G. Markwell, P. Woodall, P. Ralph, J. Spencer,
Clerk in attendance: June Milson (Community Clerk),

Community Representatives:
Rev. Jo King, Herbie Griffin, Jacqui Herrington, John Childs.
Member of the Public. 0

24327 **Apologies for Absence.** Steve Hearn, Cllr G. Yeates

24328 **Declarations of Interest.**
Members were reminded that should interests arise during the meeting, they should be declared at this time.

24329 **Public Session-** None.

24330 **Minutes of the Meeting 19th November 2024.**
RESOLVED that the Minutes of the Meeting 19th November 2024, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

24331 **Matters Arising from the Minutes-**None.

24332 **Community Reports:**
Steve Hearn – Apologies.
Herbie Griffin – Carpet Bowls is going very well, and they have a waiting list. Two matches have been booked already for this year, and they had a nice social evening.
Rev. Jo King – The Christmas Tree Festival held at Holy Cross Church was a great success. Many people visiting and schools got involved and a great deal of fun was had. Positive comments have been received about the new access to the Church. Over the next few months discussions will be held to consider any gaps available to assist the Community, such as possibly offering Foodbank in the evenings as not everyone can attend the Foodbank during the day. Jacqui Herrington will liaise with Rev. Jo King to discuss bringing along new School Uniforms which have been donated to FSW to be purchased at a small cost.
Jacqui Herrington FSW – It was a very busy time over the Christmas period and lots of presents and food were donated. Presents were dropped to each resident totalling 84. The Bersted Green Hub reopened on January 13th and Family Support Work (FSW) returned on Wednesdays offering food for a small donation and social interaction and activities. A total of 44 households returned to use the facility. Food parcels are being delivered by volunteers to vulnerable families who cannot attend the centre and work is being done to encourage them to visit the centre in person. Jacqui has left a message for the Wellbeing Team

to discuss the way forward between FSW and the Hub. Cllr Lury thanked FSW for all the hard work they do and was pleased to hear the Hub has re-opened.

24333 **Fresh Food for Families – Action from Minute 24286 (a)** *Cllrs Markwell, Bellhouse and Lury to contact the schools receiving donations to discuss the Fresh Food for Families Scheme.*

Cllr Lury – Southway Primary School – Has contacted Sharon Carter and left a message and is awaiting a reply. The Community Clerk has also left a message. Cllr Lury will arrange to visit the school in person and report back to the March Meeting.

Cllr Bellhouse - Bersted Green Primary School - Requested this be deferred to the March Meeting.

Cllr Markwell – Bartons Primary School – had a very useful discussion with Bartons and they advised they have a more than adequate amount donated for their requirements supporting vulnerable families.

ACTION - Cllr Lury to visit Southway Primary School and **Cllr Bellhouse** to contact Bersted Green Primary School and report back to the March Meeting.

24334 **CC36 24/25 Budget** – Update from the Community Clerk outlining the balance for the remaining Financial Year. Cllr Lury will provide the Community Clerk with contact details for David Wilson Homes and asked the Community Clerk to write requesting a donation for Bersted Parish Council towards Fresh Food for Families and the Playscheme. Cllr Spencer enquired about the amount paid of £50 for the poppies on the lampposts. The Community Clerk explained there was no charge for the individual poppies, but a donation was made to the Royal British Legion. Cllr Spencer enquired if the poppies were going to be rolled out further into the Parish, as comments had been made that none were put up in the Shripney area. The Community Clerk advised that she was going to order more poppies this year and add these to ones already used last year. An application will be made to request permission to locate the poppies in more locations.

a) To approve amount for Fresh Food for Families ‘donations to Bersted Green, Southway and Bartons School for February half - term. Committee approved to donate to Bersted Green, £250, Southway £250 and Bartons School £125 for February half - term.

RESOLVED TO approve – donations to schools for Fresh Food for Families. Bersted Green, £250, Southway £250 and Bartons School £125 for February half term.

b) To approve Design and Cost of £150 for a Welcome Pack approved at a meeting held on 23rd January 2024, Minute Number 23364. The Community Clerk advised members that she would welcome their thoughts on the choice of 6 photographs. Members looked at the examples of the photographs. Ref. Jo King requested she send an updated photograph to include the new entrance at Holy Cross Church. Cllr Markwell enquired if we could use one of the signs marking the Parish of Bersted and an aerial photograph of Jubilee Hall, and surrounding area. Committee Members approved 6 photographs to include sign marking the

Parish of Bersted, aerial shot of Jubilee Hall, Holy Cross Church, open fields, The Spinney, and the Pink Pub. Committee Members approved £150 design cost of the Welcome Pack

RESOLVED TO - approve design with 6 photographs to include sign marking the Parish of Bersted, aerial shot of Jubilee Hall, Holy Cross Church, open fields, The Spinney, and the Pink Pub. Approve £150 design cost of the Welcome Pack.

ACTION – Rev. Jo King to provide a photograph of good resolution of Holy Cross Church including new access and the Pink Pub. Committee Members approved a contingency cost of £300 for 250 copies of the Welcome Pack.

- c) To approve £300 contingency cost for printing the Welcome Pack. Herbie enquired how many copies would be printed and the Community Clerk confirmed 250. Cllr Bellhouse advised that this would enable us to display the Welcome Packs within Jubilee Hall, and other local community areas whilst having a stockpile to give to new residents as they move in. Committee approved contingency cost of £300 for the printing of the Welcome Pack

RESOLVED TO – approve a contingency cost of £300 for 250 copies of the Welcome Pack.

- d) Budget Ideas for 25/26- Cllr Lury requested that the ideas should be emailed to the Community Clerk to be added to the March agenda for discussion and approval.

24335

Community Awards - The Community Clerk.

Advised that an email was received from a member of the public enquiring if Bersted Parish Council have Community Awards such as Felpham Parish Council. The Community Clerk made enquiries with Felpham Parish Council and presented their concept which included three categories for nomination. If the Committee approved a similar idea, the awards would take place at the Electors' Meeting/Annual Parish Meeting in May. Discussion was held around the concept of Community Awards and the categories to be offered. It was agreed that the categories should include under 18-year-olds, Parishioner of the Year, Continued Commitment, and Outstanding Contribution. There is an award shield held at Jubilee Hall which could be used and it was agreed certificates should be framed. The committee approved and a contingency cost of £100 for awards.

RESOLVED TO – approve the idea and categories for Community Awards and £100 contingency for purchasing awards certificates and frames.

24336

Warm Space - The Community Clerk presented the idea of offering a warm space to the community once or twice a week and presented the idea of setting up a Men's Tea/Coffee Club, where items could be brought along for repair and perhaps open this up to school children during School Holidays. Discussion was held around Safeguarding and the Church and FSW could cover this. John Childs (FSW) is also running a Men's Group. It was agreed that further investigation was needed to ensure that this was not being duplicated. Cllr Bellhouse suggested contacting Makeaspace as they offer a similar facility on Saturdays. The Community Clerk will contact Makeaspace, John Childs and Rev. Jo King.

ACTION - The Community Clerk will contact Makeaspace and speak with John Childs and Rev. Jo King to make further enquires.

- 24337** St Wilfrid's Hospice Bake a Difference – Update from Cllr Lury.
This idea was floated at the Tea and Coffee Club and advised that there was no desire for this. It was agreed this will not be taken forward.
- 24338** Trees' Estate – Update from Cllr Lury who accompanied CEO. Dawn Hudd, Arun District Council on a walk around the Trees' Estate to witness the issues of littering, fly-tipping and the general appearance of the Estate. On this day it appeared that there had been a litter pick, and no evidence of littering was found. Cllr Lury pointed out the bin areas needed attention and the general appearance of the buildings. Cllr Lury advised he would invite Dawn Hudd again for a further visit.
- 24339** **Reminders.**
b) Tea and Coffee Club February 17th 2pm.
c) Community Action Meeting Tuesday 18th March, at 6.30pm.
- 24340** **Correspondence.**
Thank you from Bartons Primary School.
- 24341** **Urgent Matters:** None.

There being no further business the Chairman closed the meeting at 19.30

Signed **Committee Chairman** **Date**