

**MINUTES OF THE MONTHLY MEETING OF BERSTED COUNCIL
HELD AT BERSTED JUBILEE HALL, CHALCRAFT LANE, BERSTED
AT 19:00 ON TUESDAY 13th JULY 2021.**

Present: Cllrs K. Greenway, W. Kapp, D. Lainchbury, M.D. Lury, R. Outen,
J. Spencer (Chairman), D. Thompson (Vice Chairman), J. Warr-Chapman,
M. Warr-Chapman and G. Yeates.

In attendance: 6 members of the public.
Mrs D. Holcombe (Clerk/RFO) and Mrs S. O'Connell (Deputy Clerk).

21105 Apologies for Absence
Cllrs Carey and Hastings

21106 Declarations of Interests
Cllr Lury declared an interest in Minute 21112 as a member of Arun DC Planning Committee.

21107 Councillor Co-option
Cllr Spencer welcomed the 2 candidates and went on to explain the co-option process. The applicants presented individually to members and answered questions. Members were then asked to vote by ballot slip and return the slip to the Clerk to collate and verify. The Clerk advised the Chairman of the vote. The Chairman announced the successful candidate as Alexandra Collins who then signed the declaration of acceptance of office and joined the meeting.

21108 Public Session opened at 19:26
4 residents from Babsham Lane attended to speak to members about their concerns and frustration with non-compliance of the conditions imposed by Arun DC for applications BE/30/19/PL and BE/98/19/PL. They have approached Arun DC enforcement and agents for the sites and have not come to any satisfactory conclusions. They would like the Parish Council to also contact both parties to raise their issues, for non-compliance with, skips being taken to the site full of rubbish, when the site is for skip storage and maintenance only, the number of heavy goods vehicles that are working outside the agreed times for both sites and storage of waste and toxic materials, other than agreed building materials. D. Cllrs Lury and Yeates have pushed at Arun to get officers to look at this and C. Cllr Greenway has been in touch with the Environment Agency, who have said they will visit the site. They will all continue to push for a resolution of the issues and the Parish Council will also contact all parties on behalf of residents.
Cllr Spencer thanked them for coming.
Public Session closed at 20:01

21109 Minutes of the Council of 8th June 2021
RESOLVED that the Minutes of the Council of 8th June 2021, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

21110 Matters Arising from the Minutes
None



LOTTERY FUNDED

21111 Committee Minutes

- a) **To approve the Minutes of the Finance Committee held on 22nd June 2021.**
RESOLVED to approve the Minutes of the Finance Committee on 22nd June 2021.
- b) **To approve the Minutes Forward Plan Committee held on 29th June 2021.**
RESOLVED to approve the Minutes Forward Plan Committee on 29th June 2021.
- c) **To approve the Minutes to the Planning Committee held on 6th July 2021.**
RESOLVED to approve the Minutes to the Planning Committee on 6th July 2021.

21112 Planning Application BE/87/21/OUT – Nursery Fields

This application had been referred to Council from the Planning Committee for all members to vote on. The Clerk and Deputy Clerk had previously circulated to members a memo outlining the previous comments made by the Parish Council and Arun DC, which included a summary from Landform. Members discussed the main points regarding traffic on Chalcraft Lane and S106 money. Members were informed WSCC Highways had not made any objections and are satisfied that the development would not result in a severe impact on Chalcraft Lane. S106 money is decided between Arun DC and the developers. Members then took a vote. 2 abstentions, 3 objections and 4 no objection with comments, The application as far as highways is concerned will not have a severe impact on Chalcraft Lane. However, the wider site of “west bersted” when it comes forward will. We request any mitigation scheme for Chalcraft Lane needs to be carefully thought out with the appropriate infrastructure in place.

Cllr Lury declared an interest as a member of Arun DC Planning Committee and left the room while discussions took place and did not vote.

Cllr Yeates did not vote.

RESOLVED to make the following comments to Arun DC: - NO OBJECTION but make the following comment.

This application as far as highways is concerned will not have a severe impact on Chalcraft Lane. However, the wider site of “west bersted” when it comes forward will. We request any mitigation scheme for Chalcraft Lane needs to be carefully thought out with the appropriate infrastructure in place.

21113 Financial Matters

- a) **To approve the Income and Expenditure report for June 2021**

The June Income and Expenditure Report was circulated at the meeting to all members. She explained expenditure was where it should be, and income was starting to come in from hall use now that Covid restrictions are lifting.

RESOLVED to approve the Income and Expenditure for June 2021. A signed copy of the Statement of Receipts and Payments is appended to the signed copy of these Minutes.

- b) **To approve the June 2021 Income & Expenditure Report for the Community Projects Account (HSBC)**

The Clerk had previously circulated and explained the report for the Community Projects Account.

RESOLVED to approve the Income & Expenditure Report for the Community Projects Account (HSBC).

- c) **To approve and adopt the S106 report from Action in Rural Sussex (AiRS) consultant Louise Beaton.**

The report had previously been circulated to members.

The Clerk informed members that the report, if adopted, would be sent to Arun DC for consideration of the Parish Council to receive some money from large developments towards extending the meeting room, new garage and provision of extra parking to allow space for new residents to join existing groups.

RESOLVED to approve and adopt the S106 report from Action in Rural Sussex (AiRS) consultant Louise Beaton.

- d) **To approve the recommendations of the Forward Plan Committee to add £5,000 to the reserves annually for the new garage and extension.**

(Clerk to liaise with contractor for works to commence in summer 2022 for foundations to the Garage -as permission expires 12/11/22 BE/81/19).

The Clerk explained the reserves had been used over the last 5 years to fund the meeting room extension and replacement of the community centre roof, this had left the Parish Council reserves in a low position. They need to be built back up for funding the new garage and extension of the meeting room if other funding cannot be found and to cover future projects, such as refurbishing/replacing play equipment. Members agreed.

RESOLVED to approve the recommendations of the Forward Plan Committee to add £5,000 to the reserves annually for the new garage and extension and the Clerk to liaise with the contractor for works to commence in summer 2022.

21114

Reports

- a) **Chairman**

Cllr Spencer's report had previously been circulated and is appended to these minutes.

- b) **Vice Chairman**

Cllr Thompson's report was circulated to members and is appended to these minutes.

- c) **Clerk**

The Clerks report had previously been circulated and is appended to these minutes.

- d) **Deputy Clerk**

The Deputy Clerk report had previously been circulated to members and is appended to these minutes.

- e) **Reports from other Councillors**

- Cllr Lainchbury informed members that he had attended the B2166, Lower Bognor Road, working group hosted by Aldwick PC, which included Pagham PC. The group feels that the B2166 is being ignored by developers with sites in Pagham and Bersted and needs attention. The group will be writing to WSCC Highways in the first instance.
- Cllr Outen reported he had been approached by several residents about speeding traffic along Central Avenue and what can be done. Suggestions are that a community speed watch group is set up and speed humps like Greencourt Drive are installed.
- Cllr Yeates reported there are speeding problems in Shripney. It was suggested they form a speed watch group and register it. Police will then give residents formal training.

21115 Reports from County & District Councillors**County Councillors**

C. Cllr K. Greenway had previously circulated his report to members.

C. Cllr F. Oppler did not attend.

District Councillors

D. Cllr K. Batley did not attend.

D. Cllr M. Lury's report was circulated to members.

D. Cllr Mrs G. Yeates reiterated Councillor Lury's report.

21116 Councillor Cards

The Clerk asked members to let her know if anyone wanted more cards.

21117 Councillor name badges

The Clerk asked members to let her know if they needed a new name badge.

21118 Hidden Disability – Sunflower Network

To approve the purchase of a starter kit at a one-off cost of £105 to join the Sunflower Network. Members agreed.

RESOLVED to approve the purchase of a starter kit at a one-off cost of £105 to join the Sunflower Network.

21119 Correspondence and reminders

The Clerk informed members that CCLA had approved the new bank signatories and she was awaiting confirmation from Co op bank and HSBC.

The Clerk reminded members there was a Spinney clearance arranged for 25 July and 15 August, Rampion 2 zoom meeting on 22 July and the Tea & Coffee Club was back on 30 July.

21120 Exempt Matters

A resolution was made under standing order 1c. Staffing Matters to exclude public and press. To approve the recommendations of the Personnel Committee held on 29th June 2021.

- a) To approve a 1 spinal point increase for both Clerks following their successful appraisals, with effect from 1 April 2021.

RESOLVED to agree a 1 spinal point increase for both Clerks following their successful appraisals, with effect from 1 April 2021.

- b) To approve the timeline of the agreed post of an Admin Assistant for 2022.

RESOLVED to approve the timeline of the agreed post of an Admin Assistant for 2022 as recommended by the Personnel Committee.

21121 Urgent Matters

Councillors congratulated Cllr Greenway as the newly elected County representative for Bersted.

There being no further business the Chairman closed the meeting at 21:09

SignedChairman

Date