

**MINUTES OF THE MONTHLY MEETING OF BERSTED COUNCIL
HELD AT BERSTED JUBILEE HALL, CHALCRAFT LANE, BERSTED
AT 19:00 ON TUESDAY 8th NOVEMBER 2022.**

Present: Cllrs K. Greenway, D. Lainchbury, W. Kapp, M. Lury, J. Spencer (Chairman), D. Thompson (Vice Chairman), A. Van Koolbergen, G. Yeates and Mrs D. Holcombe (Clerk/RFO).

In attendance: 1 member of the public (Co-option candidate).

22234 Apologies for Absence

Deputy Clerk (Annual Leave) Trainee Clerk (unwell) and Cllrs Dear and Hastings.

22235 Declarations of Interests None.

22236 Councillor Co-option

Cllr Spencer welcomed the candidate, Mr Paul Ralph, and went on to explain the co-option process. The applicant was invited to say why they wanted to become a Bersted Parish Councillor and took questions from Members.

Members then voted and agreed to co-opt Mr Paul Ralph.

Mr Paul Ralph signed the declaration of acceptance of office and joined the meeting.

22237 Police reports

No reports received. Members requested a future agenda item to raise specific issues so an invite can be made to them to attend or report on specific issues.

22238 Public Session

None.

22239 Minutes of the Council of 11th October 2022

RESOLVED that the Minutes of the Council of 11th October, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

22240 Matters Arising from the Minutes

None.

22241 Reports from County & District Councillors

C. Cllr Greenways report was circulated to Members

C. Cllr Oppler – no report or apologies.

District Councillors

D. Cllr Batley- no report or apologies.

D. Cllr Lury had sent in a report which was circulated to Members.

D. Cllr Yeates gave a verbal/written report referring to her various activities.

Written reports received are appended to these minutes.

22242 Financial Matters

To approve the Income and Expenditure Report for November 2022.

The November Income and Expenditure Report had previously been circulated to all members.

RESOLVED to approve the Income and Expenditure for November 2022.

22243 Minutes and Reports

a) To note the Infrastructure report of the 13th October 2022.

RESOLVED to note the of Infrastructure report 13th October 2022. Clerk gave an overview and Members were pleased to be informed that an Environment Agency representative has been assigned for future meetings. Members would also like to see a representative from Southern Water return to these meetings along with any representatives from future developments.

b) To note the Health & Safety report of the 17th October 2022.

Members had no further questions.

RESOLVED to note the of Health & Safety report 17th October 2022.

c) To note the minutes of the Planning Committee held on the 1st November 2022.

Members had no further questions.

RESOLVED to note the minutes of the Planning Committee of 1st November 2022.

22244 BE/131/22/RES (Shripney Road)

To consider the application deferred from the Planning Committee.

Cllr Lury declared an interest and left the room while this application was discussed.

Cllr Greenway declared an interest in his County Councillor capacity.

Members discussed and agreed they had no material objections but would like to see a crossing installed.

RESOLVED No Objection with the comments, Members would like to see a crossing installed.

ACTION Deputy Clerk to submit the No Objection with comments, Members would like to see a crossing installed.

22245 Business Parish Plan

(a) Cllr Lainchbury gave an update and invited all Councillors to submit any proposals they have for consideration at the next Forward Plan meeting.

(b) Members considered the proposal made by Deputy Clerk to consider a future aspiration for the business plan that future employees have communication/social media skills and the Council set aside money in future budgets for communications/community engagement to the next Forward Plan meeting and agreed to defer for consideration at the next Forward Plan meeting along with any other proposals received.

RESOLVED to defer the proposal made by Deputy Clerk for consideration at the next Forward Plan meeting.

22246 Emergency Resilience

To approve the recommendation of the Emergency Resilience working group to advertise in the December Buzz, facebook and website for volunteers. The advert will give a brief overview of what volunteering will require.

Cllr Greenway requested a press release also to be issued. Members agreed. Members also discussed reaching out to recent Members and local people known to them for assistance. Cllr Yeates offered assistance to Cllr Spencer who will be leading this and suggested initially this would work with starting with a part of the parish at a time.

RESOLVED to approve the advertisement for volunteers and Deputy Clerk to create and issue a press release.

Members also asked Clerk to query with Sussex Views/Bersted in Focus as to why most of them are not receiving their copies at their home addresses. Clerk asked all to keep her regularly informed so she can monitor.

ACTION Clerk to raise a query with Sussex Views/Bersted in Focus as to why most of them are not receiving their copies at their home addresses.

ACTION Deputy Clerk to create/issue press release and give admin support to Cllr Spencer on creation of plan when required.

22247 Christmas Fayre – Saturday 3rd December 2022 10am – 2pm

Cllr Kapp gave an update on arrangements already in place for the Christmas Fayre.

Clerk/RFO asked for more Councillor volunteers to help at this event.

Cllr Yeates suggested that we take registration of vehicles from stall holders incase they are required to move their vehicles.

ACTION Clerk/RFO to add any further volunteers to schedule and circulate.

22248 Community Highway Safety Scheme proposal for Chalcraft Lane and West Meads Drive (C. Cllr Greenway).

To approve the recommendation of the Planning Committee for a Community Highway Safety Scheme for Chalcraft Lane and West Meads Drive with reference to County Councillor Greenway's proposal.

Cllr Greenway invited and answered any questions from Members. Members voted to approve the Planning Committees recommendation to put forward this proposal to WSCC highways for consideration.

RESOLVED to approve this proposal to go to WSCC highways for consideration.

22249 Parish Reports

(a) Chairman

Cllr Spencer's report was circulated and are appended to these minutes.

(b) Vice Chairman

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

(c) Clerk/RFO

The Clerk's report was circulated and are appended to these minutes.

(d) Deputy Clerk

The Deputy Clerk's report was circulated and are appended to these minutes.

(e) Trainee Clerk

No report due to annual leave /sickness.

(f) Councillor Reports

Cllrs Hasting's ADALC report and Cllr Lainchbury's, Van Koolbergen's and Greenway's reports were also circulated and are appended to these minutes. Cllr Kapp gave a verbal report regarding Bersted Brooks, Cllr Kapp confirmed that to increase biodiversity 2,000

tree whips generously donated by Wilmott Dixon will be planted, species include Hawthorn, Oak, Whitebeam, dog rose, privet and crab apple.

22249 Correspondence & Reminders

All correspondence received has been circulated in advance of the meeting.

- a) Any further correspondence
- b) Community Action Meeting 15th November, 7pm
- c) Monday Tea & Coffee Club 21st November, 2-4pm
- d) Finance Meeting 22nd November, 7pm
- e) Christmas Fayre here Saturday 3rd December, 10-2
- f) Planning Meeting 6th December, 7pm
- g) Council Meeting 13th December, 7pm
- h) Monday Tea & Coffee Club 19th December, 2-4pm

Clerk confirmed that she has received an invitation for a representative to attend the Action in Rural Sussex (AiRS) AGM hybrid meeting on Thursday 15/12/22 at 6pm.

Clerk confirmed that Cllr Dear is our representative, with Cllr Yeates as a substitute.

22250 Urgent Matters

Trainee Clerk vacancy schedule to commence in January 2023, due to the resignation of Kath Harding due to health reasons. Members all wished Kath well as in the short time she has been in post she has been an asset.

There being no further business the Chairman closed the meeting at 21.17

SignedChairman

Date