

**MINUTES OF THE MONTHLY MEETING OF BERSTED COUNCIL  
HELD AT BERSTED JUBILEE HALL, CHALCRAFT LANE, BERSTED  
AT 19:00 ON TUESDAY 14<sup>th</sup> FEBRUARY 2023.**

**Present:** Cllrs R. Dear, K. Greenway, W. Kapp, M. Lury, P. Ralph, J. Spencer (Chairman), A. Van Koolbergen and G. Yeates.  
Mrs D. Holcombe (Clerk/RFO), Mrs S. O'Connell (Deputy Clerk) and J. Milson (Trainee Clerk).  
In attendance: 0 members of the public

- 22360            Apologies for Absence**  
Cllrs P. Hastings, D. Lainchbury and M. Warr-Chapman
- 22361            Declarations of Interests**  
None.
- 22362            Public Session**  
None.
- 22363            Minutes of the Council of 10<sup>th</sup> January 2023**  
**RESOLVED** that the Minutes of the Council of 10<sup>th</sup> January, having been circulated in advance, be taken as read and signed by the Chairman as a true record.
- 22364            Matters Arising from the Minutes**  
None
- 22365            Reports from County & District Councillors**  
C. Cllr Greenway's report was circulated to Members. C. Cllr Greenway asked members to think about what has been included in political leaflets regarding County issues, he is happy to answer any questions people may raise as a consequence.  
C. Cllr Greenway asked members to consider what could be accomplished to slow down traffic through Shripney and suggested an item could be include on the Planning Committee Agenda for March.
- C. Cllr Oppler did not attend.
- District Councillors**  
D. Cllr Lury had sent in a report which was circulated to members.
- D. Cllr Yeates had sent in a report which was circulated to members. D. Cllr Yeates informed members she will be concentrating on the upcoming Bersted Advisory Group meeting scheduled for 22<sup>nd</sup> February.
- D. Cllr Batley did not attend.
- Written reports received are appended to these minutes.

**22366 Financial Matters**

- a) To approve the Income and Expenditure Report for January 2023.  
The January Income and Expenditure report had previously been circulated to all members.  
**RESOLVED** to approve the Income and Expenditure report for January 2023.
- b) To approve the January 2023 Community Projects Income & Expenditure report.  
The January Community Projects Income & Expenditure had previously been circulated to members.  
**RESOLVED** to approve the January Community Projects Income and Expenditure report for Community Projects Account.
- c) To note the quarterly check of the Parish Council accounts for Financial Regulation 2.2 took place on 24 January 2023 by the Finance Chairman and Vice Chairman, all was found to be satisfactory.

**22367 Finance Committee Recommendations**

- a) To approve the Finance Committees recommendation to increase the main hall hourly rates by £1 from 1<sup>st</sup> April 2023. The Deputy Clerk will inform all regular users of the increase.  
**RESOLVED** to agree an increase of £1 to the hourly main hall rate from 1<sup>st</sup> April 2023.
- b) To approve the Finance Committees recommendation to purchase litter pick signage at a cost of £216 from Signquick.  
**RESOLVED** to agree purchasing litter pick signage at a cost of £216 from Signquick.
- c) To approve the Finance Committees recommendation to adopt the proposed precept statement.  
**RESOLVED** to agree to adopt the proposed precept statement.
- d) To approve the Finance Committees recommendation to recent grant awards of £600 to Bersted Carpet Bowls Club and £200 to Bognor Town Youth FC.  
**RESOLVED** to agree grant awards of £600 to Bersted Carpet Bowls Club and £200 to Bognor Town Youth FC.

**22368 Committee Minutes****To note the Minutes of the following Committees.**

- a) Community Resources on 17<sup>th</sup> January 2023  
The Deputy Clerk reported that the donation of £100 towards a tea urn for Bersted Green Hub had been gratefully received and that it had been purchased.
- b) Finance Committee on 24<sup>th</sup> January 2023
- c) Infrastructure Meeting on 2<sup>nd</sup> February 2023
- d) Planning Committee on 7<sup>th</sup> February 2023

**22369 Electors' Meeting Raffle 10<sup>th</sup> March 2023**

Cllr Kapp requested members donated a raffle prize for the Electors' Meeting as it had been agreed this would be preferable to a tombola.

**22370 Parish Reports****(a) Chairman**

Cllr Spencer's report was circulated and are appended to these minutes. Cllr Spencer added that he had attended Holy Cross Churches small conversations and the opening of Richmond Motors.

**(b) Clerk/RFO**

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

**(c) Deputy Clerk**

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

**(d) Councillor Reports**

Cllrs Greenway, Lainchbury and Van Koolbergen gave written reports which are appended to these minutes.

Cllr Greenway put forward a proposal to purchase a phone box at Royal Parade Shops to be used as a book swap or any other suggestions members may have. Clerk suggested she would make enquires at the upcoming Clerks Meeting and report back.

**22371****Meeting Reminders**

- a) Tea & Coffee Club, Monday 2pm, 20.02.23.
- b) Chairman Reception 7pm, 17.02.23.
- c) Forward Plan & Personnel 7pm, 28.02.23.
- d) Planning Committee 7pm, 07.03.23.
- e) Electors/Tea & Coffee, Friday 7pm, 10.03.23.**
- g) Council 7pm, 14.03.23.
- h) Community Action, 21.03.23.
- i) Planning Committee 7pm, 07.04.23.
- j) Council 7pm, 14.04.23.
- k) Tea & Coffee Club, Monday 2pm, 17.04.23.

**22372****Parish Litter Pick schedule – Third Saturday each month at 11am**

- a) Trees Estate, 18.03.23.
- b) Stroud Green, 15.04.23.
- c) Central Ave/Royal Parade, 20.05.23.

**22373****May 2023 meeting schedule**

- a) Planning Tuesday 7pm, 02.05.23.
- b) Polling day, Thursday 04.05.23.
- c) Tea & Coffee Club Monday 15.05.23
- d) AGM Tuesday 7pm, 16.05.23.**
- e) 23.05.23 Community Action 6pm & Finance 7.30pm.**
- f) Forward Plan & Personnel 7pm, 30.05.23.

**22374****Correspondence**

None.

**22375****Urgent Matters**

None.

**There being no further business the Chairman closed the meeting at 20:01**

Signed .....Chairman

Date .....