**MINUTES OF THE COMMUNITY RESOURCES COMMITTEE**

 **OF BERSTED PARISH COUNCIL HELD AT 19:00 ON TUESDAY 21 SEPTEMBER 2021**

**AT BERSTED JUBILEE HALL, CHALCRAFT LANE**

**Present:** Cllrs W. Kapp, M. Lury (Committee Chairman), M. Warr-Chapman, J. Spencer and D. Thompson. Mrs D. Holcombe (Clerk/RFO).

**Community Representative**: Rev Jo King, H. Griffin and Steve Hearn.

**21186 Apologies for Absence** Cllr Carey, Collins, Hastings.

**21187 Declarations of Interests** None

**21188 Public Session** None

**21189 Minutes of the Community Resources Meeting of 20th July 2021**

**RESOLVED** that the Minutes of the Community Resources Meeting held on, 20th July 2021, having been circulated in advance be taken as read and signed by the Chairman as a true record.

**21190 Matters Arising from the Minutes** None

**21191 Community Reports**

Reverend Jo King reported there are upcoming events planned for Remembrance Day in the parish and at the hospital, along with an Autumn Fayre, Saturday 16th October at 10-12 at Holy Cross Church.

 Herbie Griffin – Carpet Bowls, reported that their charity event here raised £150 with a further £104, so in all £254 for Dementia support at Sage House, they would like to thank Council for their support in not charging for hall hire. Members are increasing slightly though still not quite enough to restart their Friday session. They are also looking for a strip of vinyl approximately 38ft x 15ft for their horse racing game which they use for raising money for charity.

**21192 21 –22 Budget**

Clerk/RFO had previously circulated a memo to members showing a current balance for 21-22 of £500.

**21193 Hampers Autumn and Christmas 2021**

The Clerk/RFO had previously circulated a memo and spreadsheet to members detailing funds available. This explained that without further funding the community account could provide only 50 hampers in total per half term subject to a donation of £105 from the Committee. Existing funds can provide 83 hampers, there is an existing credit of 14 hampers with suppliers, leaving a shortfall of £105 needed to cover an additional 3 hampers to make a total of 100 fresh food hampers. This will be split as 50 hampers for the Autumn half term and 50 hampers for Christmas holidays.

In addition, Clerk/RFO confirmed there is a stock of long-life food to also be distributed to the schools.

**Each half-term:**

Bersted Green School= 25+long life food

Bartons = 10+long life food

Southway = 15+long life food

Clerk/RFO confirmed an application for a further 5k has been sent in for the WSCC/Sussex Giving grant -decision will not be known until the Autumn.  An application for 1,500 has also been submitted to Tesco - again await a response.  An application to ASDA has also been submitted for £995 (£700 = 20 hampers/85 towards kitchen costs for Christmas fayre 4/12 and 210 for T&C club) -there is a maximum of 1,000 limit on this grant. The Co-op in Rosegreen have agreed donations, along with Morrisons in Bognor.

The proposed dates for hamper distribution are Wednesday am 20th October and Wednesday am the 15th of December for all schools.

Chair proposed this for approval and members agreed.

Reverend Jo King and Chair proposed for the request for Councillors and public to donate the cost of 1 hamper. Members requested this to be itemised at next Council.

**RESOLVED** to approve a donation of £105 towards hampers, leaving a balance of £395 in the 21-22 budget and request at Council for further donations.

**ACTION Clerk/RFO to itemise for Council.**

**21194 Christmas projects 2021**

Clerk/RFO had previously circulated a memo to members to consider and approve costs for a minimum of 2 trees for the Christmas Trail Sunday 5-12 December organised by the Holy Cross Church: -

a) **Christmas Tree Trail** -**£35 each tree–** Members discussed and approved 3 Christmas trees, 1 here at Jubilee Hall, 1 at Royal Parade shops and1 at Durlston Drive shops. Members asked Clerk/RFO to liaise with Business owners for a suitable location.

**RESOLVED** to approve 3 Christmas Trees at a cost of £35 each, leaving a balance of £290 in the 21-22 budget.

**ACTION Clerk/RFO to manage on behalf of Council.**

b) **Christmas Fayre 4 December 2021** – Proposed budget of £250 to cover, selection boxes for the raffle, flyers and food to sell from the kitchen.

The Clerk/RFO had previously circulated a memo with detail of expected costs and confirming that the Clerks are happy to manage the kitchen as they did in 2019, and the Deputy Clerk’s memo was circulated regarding the Christmas Fayre charges for tables, booking form and banner charges.

Steve Hearn gave an overview and will be liaising with Deputy Clerk regarding stalls.

**RESOLVED** to approve£250 towards the Christmas Fayre to cover selection boxes, flyers and Kitchen costs. This leaves a balance of £40 for the remainder of 21-22.

**ACTION** Clerk/RFO & Deputy Clerk to continue with preparation for this event.

**21195 Future Community Projects 2021-2022**

 a) **Schools**- Chair proposed that this is deferred until a more suitable time to liaise with Schools.Members agreed and instructed Clerk/RFO to hold for a future item.

 b) **The Bognor Hotham Rotary Club** -Chair proposed that Clerk/RFO arrange a meeting.Members agreed.

**RESOLVED** to refrain from contacting Schools until a more suitable time and for Clerk/RFO to contact The Bognor Hotham Rotary Club to arrange a meeting.

**ACTION** Clerk/RFO to contact The Bognor Hotham Rotary Club to arrange a meeting

**21196 Play Scheme Evaluation 2021**

 Information on this year’s play scheme was circulated to members by Clerk/RFO. Clerk/RFO explained this has formed the basis for next years proposed scheme. Members agreed that a bouncy castle that came manned is more practical and thanked Clerk/RFO for liaising with Freedom Leisure to accomplish this by moving the Jubilee Field playscheme to a Friday, members also agreed that the free packed lunches to children was essential for next year.

**RESOLVED** to approve the Clerk/RFO to make the playscheme arrangements for next year.

**ACTION Clerk/RFO to manage on behalf of Council.**

**21197 2022 – 2023 Budget for Community Resources**

Clerk/RFO updated members on next years proposed budget. Members agreed the proposed commitments for the playscheme 2022 of 4,400 (with a contingency), Tea & Coffee club £400 and Hampers £500. This would leave a potential balance of £700 for 22/23.

**RESOLVED** to approve the Clerk/RFO budget proposals for next year.

**ACTION Clerk/RFO to manage on behalf of Council.**

**21198 Correspondence**

1. WSCC notification that from 6th October 2021 Universal Credit is to be reduced by £20 a week.
2. A reminder to all the next Tea & Coffee Club dates are Friday 24th September (Fun Quiz) and 22nd October (Hoy Bingo), both 10 to 12.
3. The next Community Resources meeting is 16th November.

**21199 Urgent Matters** None

**There being no further business the Chairman closed the meeting at 19:50**

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