

**MINUTES OF THE PLANNING, AMENITIES & ENVIRONMENT COMMITTEE  
OF BERSTED PARISH COUNCIL HELD AT 19:00 ON TUESDAY 6 FEBRUARY 2024  
AT BERSTED JUBILEE HALL, CHALCRAFT LANE.**

**Present:** Cllrs P. Ralph, J. Spencer (Committee Chair) A. Van Koolbergen (Committee Vice Chair) and P. Wells, Mrs S. O'Connell (Deputy Clerk)

In attendance: 0 member of the public

23383

**Apologies for Absence**

Cllrs Woodall and Yeates

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**Declarations of Interests**

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**Public Session**

None.

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**Minutes of the Last Meeting 9 January 2024**

**RESOLVED** that the Minutes of the Meeting 9 January 2024, having been circulated in advance, be taken as read and signed by the Chairman as a true record.

23387

**Matters Arising from the Minutes**

None.

23388

**Planning Applications.**

App. No. BE/130/23/PL

Site 32 Durlston Drive, Bersted

Application: Addition of first floor window on the east elevation.

**RESOLVED** to make the following comment: NO OBJECTION

23389

**Planning Decisions**

BE/137/23/PL - 234 Chichester Road, Bersted – Withdrawn

BE/139/23/TEL – Durban Road, Industrial Estate – No Objection

23390

**Emergency Resilience Plan**

Cllr Wells reported he had met with Steve Hill from WSCC who had given him the name of Arun's Emergency Planning Officer to get in touch with. Cllr Wells had also met with Cllr Yeates in Shripney to discuss the flood issues there and he was hoping to meet up with residents in Addison Way. Cllr Wells asked the Deputy Clerk to contact Arun's Emergency Planning Officer to arrange a meeting to discuss where the Parish Emergency Resilience plan fits in with Arun's so as not to duplicate any processes.

**ACTION** the Deputy Clerk to contact Arun Emergency Planning Officer to arrange a meeting.

23391

**Community Infrastructure Levy (CIL)**

Arun District Council will be carrying out a full review of the Infrastructure Investment Plan (IIP) for the period 2025 - 2028. The consultation period will run from Thursday 1 February to Monday 1 April 2024. After this time, they will collate all proposed infrastructure projects that have been submitted and they will then be scored to identify projects that will be recommended for inclusion in the IIP for the next three years.

Existing projects:

- If you have existing projects on our IIP that you no longer wish to be considered for CIL funding, please complete Q1-3 below and return to us so that we can remove the bid and update our file;
- If a project is already included in the IIP, and there is more up to date information e.g. where there is updated or new evidence informing funding, delivery and prioritisation, please ensure you

contact any shared stakeholder with updates and forward this communication along with the updated pro forma.

The Deputy Clerk informed members that there were two existing projects on Aruns List.

Speed indicator device, Chalcraft Lane – ID51/PC

New or replacement gym/play equipment – ID53/PC

Members agreed to keep these and update the information if needed.

New projects:

- Collect all details and full costings of the proposed project;
- Share the information with the shared infrastructure provider(s) e.g. West Sussex County Council (WSCC), Town or Parish Council, Fire, Police or Health authority/body, if applicable;.
- Consult and engage with the public and community affected by your infrastructure project to gauge support;
- Send the fully completed pro forma back to Arun District Council, ensuring you include any communication with any shared project provider.

Members considered the following to be included for new projects.

Cycle stands and fixing stations around the parish as agreed at planning in Oct - Durlston Drive, Royal Parade, Bersted Jubilee Hall, Shripney Lane.

Flooding Resilience items in affected areas Shripney and Addison Way – storage containers for sandbags, signage, high visibility vests etc.

The Deputy Clerk informed members that Bersted had to date only received £3050 in CIL, with £487 left to spend within 5 years.

This item will be included for the March Meeting to incorporate any other projects that may come forward for inclusion.

**23392**

**Correspondence**

The Deputy Clerk has received a reply from the Environment Agency regarding the Aldingbourne Rife which was circulated to members. They will be attending the Arun DC Flood Forum meeting on 26 February at Bersted Park. Cllr Spencer will be attending this meeting on behalf of Bersted PC.

Cllr Wells asked the Deputy Clerk to arrange a meeting with the EA for the Lidsey Cluster Group.

**23393**

**Matters Arising**

None.

There being no further business the Chair closed the meeting at 19:24

Signed..... Committee Chair      Date .....