

**Minutes of the Meeting of the Council
held in the Queen Elizabeth II Room
at the Shoreham Centre, Pond Road, Shoreham-by-Sea**

23 February 2017

Councillor Ann Bridges, Chairman
Councillor James Butcher, Vice-Chairman

Councillor Carol Albury	Councillor Paul Graysmark
Councillor Carson Albury	Councillor Liz Haywood
Councillor Les Alden	Councillor Emily Hilditch
Councillor George Barton	*Councillor David Lambourne
Councillor Ken Bishop	Councillor Joss Loader
Councillor Brian Boggis	Councillor Barry Mear
Councillor Kevin Boram	Councillor Peter Metcalfe
Councillor Clive Burghard	Councillor Robin Monk
Councillor Stephen Chipp	Councillor Neil Parkin
Councillor Brian Coomber	Councillor Geoff Patmore
Councillor Angus Dunn	Councillor Lyn Phillips
Councillor Emma Evans	Councillor David Simmons
Councillor Jim Funnell	Councillor Ben Stride
	Councillor Sami Zeglam

* = Absent

Councillor Hilditch arrived at 7.25pm during the item 7B ii.

C/045/16-17 Apologies for absence

Apologies for absence were received from Councillor Lambourne.

C/046/16-17 Declarations of Interest

Members were invited to make any declarations of disclosable pecuniary interests, none were declared.

C/047/16-17 Confirmation of Minutes

Resolved that the minutes of the meeting of the Council on 15 December 2016 be approved as a correct record and they be signed by the Chairman.

C/048/16-17 Questions from members of the Public

There were no questions from members of the Public.

C/049/16-17 Announcements by the Chairman, Leader, Executive Members and / or Head of Paid Service

The Chairman was delighted to announce that the hugely successful Shoreham Farmers Market was awarded the accolade of Sussex Farmers Market of the Year at the recent grand finale event for the Sussex Food and Drink Awards 2017.. The award was presented to Wendy Francis from the Council's Place & Investment team, whose management of the markets over recent months has been instrumental in securing this achievement.

The Chairman gave details of events since January which included a New Year party, 90th birthdays, the annual Steadfast Association annual service and reunion of the Boys Brigade in Southwick Methodist Church. She had visited the Sir Robert Woodard Academy and saw a production of Joseph and his amazing coat of many colours.

Holocaust Memorial Day was remembered on 25 January with a short service of remembrance in Buckingham Park at Holocaust memorial tree.

The Chairman had attended the opening of the new Tosca Tapas bar in Southwick Square and the Fishersgate Community Centre to present awards to residents who were named as Star Recyclers. There was another visit to the Sir Robert Woodard Academy to see a play, Status Update, which was written for young people by the National Theatre.

The Spring Clean in Adur and Worthing would be held on 3 and 4 March at various locations with Members being encouraged to attend and support.

Leader thanked Wendy Francis for her hardwork and efforts with the Shoreham Farmer's Market which was much appreciated by the market traders.

The Executive Member for Health and Wellbeing announced that the working group for youth engagement had recently held its first meeting and a new youth club had opened in Fishersgate, meeting on Monday evenings.

The Executive Member for Regeneration highlighted a bi-monthly publication with details of progress on major projects in Adur, commending it to Members. Regarding the recent Local Plan Inquiry, the Executive Member highlighted the hard work of James Appleton, Moira Hayes and Ben Daines of the planning department, the decision of the Inspector was awaited. He had been disappointed that with certain parts of the Plan being controversial no Members who had raised concerns had been present during the Inquiry.

No other announcements were made.

C/050/16-17 Items Raised Under Urgency Provisions

There were no items under the urgency provisions.

C/051/16-17 Recommendations from the Executive and Committees to Council

Council had before it recommendations from the Joint Strategic Committee of 10 January and 2 February, the Joint Governance Committee of 24 January and the Executive of 7

February 2017. These had been circulated to members and are attached as item 7 to the minutes. Item 7D (Executive committee would be considered with item 11 later in the meeting).

(A) Joint Strategic Committee - 10 January 2017

The Leader presented and proposed the recommendations from the meeting of the Committee as item 7A circulated to Members.

(i) Council Tax support - Outcome of the Public consultation and the 2017-18 Schemes

The proposal was seconded by Councillor Dunn

On a vote - For 27 Against 0 Abstain 0

Resolved that

- I. the Council Tax Support scheme for Adur District Council in respect of 2017/18 be approved, be based upon the scheme for 2016/17 with:-
 - a) no restrictions introduced; and
 - b) no other changes made beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit;
- II. a further public consultation be conducted during the summer of 2017 to inform the decision in respect of the scheme to be implemented for 2018/19.

(ii) Flood Defences at Sussex Yacht Club

The proposal was seconded by Councillor Dunn.

On a vote - For 27 Against 0 Abstain 0

Resolved that the Council include the Flood defence scheme in the Capital Programme for 2017/18 and 2018/19, fully funded by grant from the Coast to Capital LEP and the Environment Agency.

(B) Joint Governance Committee - 24 January 2017

The Chairman of the Joint Committee presented the recommendations of his Committee as item 7B before Council.

(i) Appointment of External Auditors for Adur District Council and Worthing Borough Council

The proposal was seconded by Councillor Graysmark.

On a vote - For 27 Against 0 Abstain 0

Resolved that the Council opts into the Appointing Person arrangements made by the Public Sector Audit Appointments (PSAA) for the appointment of external auditors.

(ii) Proposed Revisions to Contract Standing Orders

The proposal was seconded by Councillor Graysmark.

On a vote - For 28 Against 0 Abstain 0

Resolved that the revised Contract Standing Orders be approved.

(iii) Elected Member Involvement in the Appointment and Discipline of the Councils' Senior Officers

The proposal was seconded by Councillor Dunn.

The Leader of the Opposition made reference to the discussion at the Committee where he had expressed his concern that Members were being removed from the appointment and discipline process.

On a vote - For 18 Against 10 Abstain 0

Resolved that

- I. Adur Council agrees the adoption of option 2, subject to consultation with Unison;
- II. Adur Council delegates the authority to the Monitoring Officer to implement the adopted option and in particular to make consequential changes to the Officer Employment Procedure Rules and the terms of reference of the Staffing Committees in each Council's Constitution.

(C) Joint Strategic Committee - 2 February 2017

(i) Joint Treasury Management Strategy Statement and Annual Investment Strategy 2017/18 to 2018/19 Adur District Council and Worthing Borough Council

The Leader presented and proposed the recommendations from the meeting of the Committee as item 7C before Council

The proposal was seconded by Councillor Dunn

Resolved that the Adur District Council Prudential Indicators and Limits, and MRP Statements be approved.

(D) Executive - 7 February 2017

Item 7D Executive committee recommendation, would be considered with item 11 later in the meeting.

C/052/16-17 Report of the Leader on decisions taken by the Executive

The Leader of the Council presented his report on decisions taken by the Executive since the last ordinary meeting of the Council; which were detailed in Item 8.

No questions were asked of the Executive.

C/053/16-17 Schedule of meetings of the council 2017/18

Council had before it the schedule of meetings for 2017/18 as item 9, it was proposed by Councillor Monk, seconded by Councillor Metcalfe.

Resolved that the dates relating to Adur District Council meetings be approved with those for regulatory meetings and joint working being noted.

C/054/16-17 Members Questions under Council Procedure Rule 12

The Proper Officer had received two questions from Members under CPR 12, both from Councillor Zeglam.

(i) Question from Cllr Zeglam to the Executive Member for Health and Wellbeing

The children's skate park at Ham Road is surrounded by traffic including the busy A259. What action is the Council taking to monitor the air quality at this point to ensure that it is safe?

Response from the Executive Member:

Historically we have not monitored Nitrogen Dioxide (NO₂) at this location for a number of reasons: the site does not contain residential (or business) properties, and the site is relatively exposed meaning pollutants have more room to disperse, thus concentrations are likely to be low. There are two permanent monitoring stations in the area, one on the High Street the other at Grove Lodge roundabout.

A review of tube locations in January 2017 led us to identify this area for further monitoring in light of the large amount of development planned for the area, a diffusion tube was placed near Humphreys Gap. Results will start to be received next month, however we will not be able to draw any meaningful conclusions before January 2018.

(ii) Question from Councillor Zeglam to the Executive Member for Health and Wellbeing

In light of the escalating refugee crisis, what are the Councils current plans and intentions towards the settling of refugees in Adur?

Response from the Executive Member:

West Sussex County Council was the lead coordinator for the settlement of refugees agreeing to settle 60 families between now and 2020, amounting to approx 240 people. With this partnership 10 families were to be settled in Adur and Worthing working with the voluntary sector to integrate and settle in to the area; the organisation 'International Neighbours' was leading the work as they had the necessary expertise.

C/055/16-17 Council Tax for 2017/18

Before the Council was the budget pack presented by the Director for Digital and Resources as item 11. The recommendation from the Executive, circulated as 7D and the full draft minute, on cream papers, was before the Council as item 11 A.

The Leader of the Council, Councillor Parkin, addressed Council thanking the Executive for their hard work and support over the year. He also thanked the Chief Executive, Directors and Ms Gobey.

The Government had set tough financial tasks over the last few years but the Council had taken a number of proactive steps to improve the efficiency of service delivery, use of partnerships and smart investments. The strategic direction of the Council, in the adopted Platforms for our Places set out the ambitions for prosperity of our places and our communities.

Financially there was significant interest from business and developers looking to invest in Adur, naming some key local businesses. Taking steps to ensure that investment continued the council had secured £5.7M from the Government for New Monk's Farm that would unlock up to 600 new homes and 700 new jobs by improving the road network around the site. With gigabit coast, procurement was now in progress to bring ultrafast speeds to Adur. Over the next year progress was expected on the Civic Centre site, Ferry Road Car Park and the Adur Tidal Walls scheme. The Leader mentioned the Head of Planning and the recent Local Plan Inquiry, the housing numbers were agreed by the CPRE and house builders, the first time the Inspector had known these organisations to be in agreement. Adur had to build 180 hours per year, Mid Sussex had had to revise its 800 figure to 1026 with Arun adjusting to 1200 per year.

For the social economy, control was taken back of the Fishersgate Community Centre carrying out landscaping and providing a new play area. New social housing was to be built in Adur at Albion Street, there was success in bidding for HCA funds to support future HRA developments. On the rolling programme of providing new kitchens and bathrooms in the Adur Homes properties a new contract had been signed with a number of installations completed. 46 properties in Test Road Sompting had benefitted from the extended gas main. Suitable sustainable solutions to meet the demand of homelessness services was ongoing with the purchase of various properties; two bits to the Government to support those at risk and long-term rough sleepers had been successful. There had been a number of successes in the Wellbeing Programmes including the Going Local Referral Project.

The Natural resources of the local environment was being stewarded by actively involving community groups to manage and maintain local parks and open spaces, a partnership with the Conservation Volunteers meant that there were 14 groups across Adur supported by the Council's Community Park Rangers - help ranged from training on risk assessments and other management skills.

Recycling continued, weekly rubbish collection continued and sustainable projects were being enhanced including progressing solar panels on the Shoreham Centre.

Investment in delivering quality services continued included new contact centre telephony and a partnership with the Post Office for processing payments.

Future programmes would see a replacement of the refuse fleet, bringing the revenues and benefits in-house to join up with the Worthing team, legal and treasury management staff providing quality services to other districts and boroughs. The Customer and Commercial Board had delivered additional income in excess of £600,000.

Despite the uncertainties faced by our communities, the Council was working to ensure that there was confidence in local places - from maintaining and providing basic council services to the opportunities of Brexit and working with partners to make our places prosper and thrive.

The budget was seconded by Councillor Dunn.

The Leader of the Opposition rose to address the Chamber, also thanking officers for their time and delivery of the budget papers.

He proposed an amendment to the 2017 budget to support investment in affordable housing, achieved by commissioning a feasibility study for a rolling programme of building on land owned by the Council. Councillor Graysmark explained this illustrating that a three bedroom privately rented property in the Adur District was in excess of £230 per week. Housing Association properties are at around £170 per week. A social rent (Adur Homes) which the council had set as around £100. UK average take home pay after tax was around £410 per week, in Adur this was around £385. Looking at a standard family of Mum, Dad and two children, taking off housing association rent (£170) and council tax (£26) this left around £190 per week for gas electricity food, clothes and perhaps a holiday. By taking 5% from various service controlled budgets the cost of the Study (£50K) could be financed. The suggested budgets were in the Environment, Health and Wellbeing and Regeneration portfolios. Full details are attached to the minutes as item 11 B.

The amendment was seconded by Councillor Bishop.

Members rose to speak for and against the amendment - Executive Members explained that the Council had already embarked on a programme of building illustrating Albion Street and Cecil Norris House whilst other members felt that not enough was being done through the planning process and Section 106 contributions to gain affordable housing units.

On a recorded vote on the acceptance of the amendment, voting was as follows:

For (10), Councillors Alden, Bishop, Burghard, Graysmark, Haywood, Mear, Monk, Patmore, Philips and Zeglam.

Against: (18), Councillors Carol Albury, Carson Albury, Barton, Boggis, Boram, Bridges, Butcher, Chipp, Coomber, Dunn, Evans, Funnell, Hilditch, Loader, Metcalfe, Parkin, Simmons and Stride.

Abstain (0)

The amendment was lost.

The Leader of the Labour Group on the Council, Councillor Alden addressed Council congratulating the administration for the work at the Fishersgate Centre, the new homes at Albion Street and the bring back of the revenues and benefits staff. The balanced budget was achieved through cuts in services at district and council level and also the Police. He felt that the budget could have been prepared without cuts in customer service and he had not seen any protests by the administration to the government on the cuts to the RSG. Councillor Alden questioned some of the terminology in the budget papers suggesting that the use of some words were euphemisms for cuts.

The Leader of the Shoreham Beach Residents Association, Councillor Joss Loader addressed Council. She thanked the officers for their work in producing the budget. Councillor Loader on behalf the residents mentioned the improvements to Ferry Road, questioning the future of the AOAC.

In debating the proposed budget the Leader highlighted that the weekly bin collection in the District would continue unlike other areas in the country.

On a recorded vote for the Adur Council tax for 2017/18:

For (28): Councillors Carol Albury, Carson Albury, Alden, Barton, Bishop, Boggis, Boram, Bridges, Burghard, Butcher, Chipp, Coomber, Dunn, Evans, Funnell, Graysmark, Haywood, Hilditch, Loader, Mear, Metcalfe, Monk, Parkin, Patmore, Phillips, Simmons, Stride and Zeglam.

Against: 0

Abstain: 0

Resolved that

- i. Council noted that the Executive 7 February 2017, the Council Tax Base 2017/18:
 - (a) for the whole Council area as **20,707.3** [Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended (the "Act")]; and

- (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix C
- ii. the Council Tax requirement for the Council's own purposes for 2017/18 (excluding Parish precepts) is **£5,848,160**.
- iii. the following amounts be calculated by the Council for the year 2017/18 in accordance with Sections 31 to 36 of the Act:
- (a) **£45,320,130** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils
- (b) **£39,107,100** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) **£6,213,030** being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year. (Item R), in the formula in Section 31B of the Act).
- (d) **£300.04** being the amount at 3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) **£364,870.00** being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Appendix C).
- (f) **£282.42** being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year.
- (g) **£265,800** being the aggregate amount of all special expenses (not applicable in the Lancing Parish area)
- (h) **£269.55** being the amount at 3(d) above less the result given by dividing the amount at 3(e) and 3(g) above by Item T (1a above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept or Special Expense relates.
- iv. Council noted that for the year 2017/18 the West Sussex County Council and The Police and Crime Commissioner for Sussex had issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each

category of dwellings in the Council's area as indicated in the table below:-

All of the Council's Area 2017/18	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council Total as split below:	£837.06	£976.57	£1,116.08	£1,255.59	£1,534.61	£1,813.63	£2,092.65	£2,511.18
West Sussex Council – Core precept	£805.46	£939.70	£1,073.95	£1,208.19	£1,476.68	£1,745.16	£2,013.65	£2,416.38
West Sussex County Council – Adults Social Care Element	£31.60	£36.87	£42.13	£47.40	£57.93	£68.47	£79.00	£94.80
The Police and Crime Commissioner for Sussex	£102.61	£119.71	£136.81	£153.91	£188.11	£222.31	£256.52	£307.82

- v. the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix B to the minutes as the amounts of Council Tax for the year 2017/18 for each part of its area and for each of the categories of dwellings.

The Chairman declared the meeting closed at 8.20 pm, it having commenced at 7pm

Chairman

LANCING PARISH COUNCIL AREA

Council Tax Schedule 2017/18	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council Total split as below:	837.06	976.57	1,116.08	1,255.59	1,534.61	1,813.63	2,092.65	2,511.18
West Sussex County Council Core Precept	805.46	939.70	1,073.95	1,208.19	1,476.68	1,745.16	2,013.65	2,416.38
West Sussex County Council Adult Social Care Precept	31.60	36.87	42.13	47.40	57.93	68.47	79.00	94.80
The Police and Crime Commissioner for Sussex	102.61	119.71	136.81	153.91	188.11	222.31	256.52	307.82
Parish of Lancing area total as split below:	210.42	245.49	280.56	315.63	385.77	455.91	526.05	631.26
Adur District Council Core Precept	179.70	209.65	239.60	269.55	329.45	389.35	449.25	539.10
Lancing Parish Precept	30.72	35.84	40.96	46.08	56.32	66.56	76.80	92.16
TOTAL	1,150.09	1,341.77	1,533.45	1,725.13	2,108.49	2,491.85	2,875.22	3,450.26

SOMPTING PARISH COUNCIL AREA

Council Tax Schedule 2017/18	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council Total split as below	837.06	976.57	1,116.08	1,255.59	1,534.61	1,813.63	2,092.65	2,511.1 8
West Sussex County Council Core Precept	805.46	939.70	1,073.95	1,208.19	1,476.68	1,745.16	2,013.65	2,416.3 8
West Sussex County Council Adult Social Care Precept	31.60	36.87	42.13	47.40	57.93	68.47	79.00	94.80
The Police and Crime Commissioner for Sussex	102.61	119.71	136.81	153.91	188.11	222.31	256.52	307.82
Parish of Sompting area total as split below:	211.92	247.24	282.56	317.88	388.52	459.16	529.8	635.76
Adur District Council Core Precept	179.7	209.65	239.6	269.55	329.45	389.35	449.25	539.1
Sompting Parish Precept	20.1	23.45	26.8	30.15	36.85	43.55	50.25	60.3
Special Expenses	12.12	14.14	16.16	18.18	22.22	26.26	30.3	36.36
TOTAL	1,151.59	1,343.52	1,535.45	1,727.38	2,111.24	2,495.10	2,878.97	3,454.7 6

ALL OTHER AREAS INCLUDING SHOREHAM, SOUTHWICK AND COOMBES

Council Tax Schedule 2017/18	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
West Sussex County Council total split as below:	837.06	976.57	1,116.08	1,255.59	1,534.61	1,813.63	2,092.65	2,511.18
West Sussex County Council Core Precept	805.46	939.70	1,073.95	1,208.19	1,476.68	1,745.16	2,013.65	2,416.38
West Sussex County Council Adult Social Care Precept	31.60	36.87	42.13	47.40	57.93	68.47	79.00	94.80
The Police and Crime Commissioner for Sussex	102.61	119.71	136.81	153.91	188.11	222.31	256.52	307.82
All other areas including Shoreham, Southwick and Coombes are split below:	191.82	223.79	255.76	287.73	351.67	415.61	479.55	575.46
Adur District Council Core Precept	179.7	209.65	239.6	269.55	329.45	389.35	449.25	539.1
Special Expenses	12.12	14.14	16.16	18.18	22.22	26.26	30.3	36.36
TOTAL	1,131.49	1,320.07	1,508.65	1,697.23	2,074.39	2,451.55	2,828.72	3,394.46

COUNCIL TAX BASE

	2016/17 Tax Base	2017/18 Tax Base
Lancing	6,096.5	6129.0
Sompting	2,719.4	2,742.2
Unparished	11,761.1	11,836.1
TOTAL	20,520.6	20,707.3

PARISH PRECEPTS

Parish Precepts	2016/17	2017/18
Lancing Parish Council	£282,170	£282,170
Sompting Parish Council	£82,700	£82,700
TOTAL	£364,870	£364,870