

**Minutes of the Meeting of the Council held at the  
Civic Centre Ham Road Shoreham-by-Sea**

**17 July 2014**

Councillor Fred Lewis, Chairman  
Councillor Carson Albury, Vice-Chairman

Councillor Carol Albury	Councillor Liz Haywood
Councillor Pat Beresford	Councillor Emily Hilditch
*Councillor Ken Bishop	Councillor Rod Hotton
Councillor Brian Boggis	Councillor Debbie Kennard
*Councillor Ann Bridges	Councillor David Lambourne
*Councillor James Butcher	Councillor Liza McKinney
Councillor Brian Coomber	Councillor Barry Mear
*Councillor Keith Dollemore	Councillor Mike Mendoza
Councillor Dave Donaldson	Councillor Peter Metcalfe
Councillor Angus Dunn	Councillor Neil Parkin
Councillor Emma Evans	Councillor Geoff Patmore
Councillor Jim Funnell	Councillor Lyn Phillips
Councillor Paul Graysmark	Councillor David Simmons
	Councillor Ben Stride

\* = Absent

**C/016/14-15 Questions and Statements by the Public**

The Chairman invited questions and statement from members of the public present.

Mrs Rosemary Miles of Lancing addressed Council seeking support for her petition for safer working practices for those working at height including the compulsory use of impact resistant helmets. She encouraged those present to sign her petition in a personal capacity.

Councillor Simmons responded by offering to work with the Cabinet Member for Health and Safety in Crawley to put more pressure on firms at Gatwick Airport to consider the welfare of their staff.

Linda McShane of Lancing West Beach Residents Association sought an assurance that the Council would consider improving access for those less able-with restricted mobility and wheeled vehicles, whether mobility or pushchairs; to the Widewater Lagoon by means of a ramp or more graduated path. Particular mention was given to the access from the A259 over the bridge which was currently stepped rather than a slope from the main road. There was a lengthy pedestrian detour via either Beach Green in Lancing or Shoreham Beach for anyone without a vehicle to access the beach and lagoon from this area.

The Leader indicated he would consider the request however he did explain that there could be a number of hindrances to any solution; land ownership, physical barriers and

practicalities and land space for any solution. He believed the land was owned by West Sussex County Council and would endeavour to press that Council on the matter.

Jackie Carton of West Beach addressed Council on the issue of the floodplain asking that no further developments took place on the land and that the land was dredged to prevent a flood situation like the Somerset Levels earlier in the year.

The Leader explained that the Council was currently working on its Local Plan; some of the land ownership mentioned was thought to belong to Network Rail.

### **C/017/14-15 Declarations of Interest**

No declarations of interest were made.

### **C/018/14-15 Confirmation of Minute**

**Resolved** that the minutes of the Annual Meeting on 12 June be approved as a correct record and they be signed by the Chairman.

### **C/019/14-15 Items Raised Under Urgency Provisions**

The Chairman announced that he had agreed to take an item under the urgency provisions contained in the Local Government Act 1972, Section 100B (4)(b) the matter had arisen since the dispatch of the agenda and it was important for Council to agree the action set out in the report as the finance needed to be spent by 31 October, the October meeting of the Council would be too late to achieve this objective.

The report had been sent to members by email and a copy was placed in the Chamber for the meeting. A copy of the report is attached to the minutes as item 4.

### **C/020/14-15 Urgent Coast Protection Scheme – Southwick Beach**

Councillor Beresford, the Cabinet Member introduced the item to Council.

The report updated the Council on the progress of the bid for urgent repairs to the coast defences at Southwick Beach and asked Council to approve the scheme and adjust the Council's Capital Investment Programme to allow implementation during this financial year subject to the further bid to the Government's Recovery Support Grant being successful. It was anticipated that the Shoreham Port Authority would be able to undertake the project management of the contract on behalf of the Council, at no cost to the Council.

Councillor Dunn seconded the recommendation.

Council recorded its thanks for the work and progress made by the Principal Engineer to progress the Schemes for the District.

On a vote For 25 Against 0 Abstain 0

**Resolved** that Council

- (i) Notes the contents of the report;

- (ii) Agrees to the scheme being added to the Capital Investment Programme subject to the funding being secured;
- (iii) Approves Officers continuing to investigate the grant aid process, potential partners to assist with the partnership funding element of the scheme should it be needed and the development of a more detailed design and procurement package
- (iv) Approves Officers investigate issues surrounding state aid that might arise from the obtaining of the grant and continuation of the project.

### **C/021/14-15 Announcements by the Chairperson, Leader, Cabinet Members and / or Head of Paid Service**

The Chairman announced that in June he had attended the 7<sup>th</sup> annual eco summit, the 125<sup>th</sup> anniversary of West Sussex County Council, the Chairman of Horsham District Council's Civic Service, the Littlehampton Armed Forces Day Parade, Worthing's Armed Forces Drumhead Service and Shoreham Royal British Legion's commemorations and laying up of their standard.

So far in July he had attended West Sussex Scouts AGM, the Shoreham College Speech day, the High Sheriff's Judges Service and the opening of a garden for a young girl suffering from Cerebral Palsy organised by the Tony Barnard Foundation, he was looking forward to Splash FM Garden Party in Steyne Gardens.

The Leader of the Council announced three housekeeping matters, which were some errors on the appointments made at Annual Council: two related to incorrect Councillors being nominated for outside bodies and one was a missing substitution for the UKIP member on planning.

Council noted the following changes:

#### Outside Bodies

No. 9. Coastal West Sussex Partnership Board remove Councillor Carol Albury, insert Councillor Carson Albury.

No 25. West Sussex Joint Planning Board remove Councillor Brian Boggis insert Councillor Pat Beresford

For substitute members on the Planning Committee – the UKIP substitute Councillor was David Lambourne.

Councillor Pat Beresford encouraged members, officers and Adur residents to submit nominations for the Adur and Worthing Business Wards, details could be found in the Herald newspaper and on-line.

The Councillor announced an award by the Coastal West Sussex Strategic Planning Board for the Adur and Worthing Planning Policy Team for 'Best Plan' as judged by the RTPI.

Councillor Beresford announced further welcome business news, Manhattan Furniture and the parent company, Paula Rosa, had determined their business plan and would be remaining and expanding on the Lancing Business Park creating a range of opportunities locally.

The Chief Executive introduced to Council the final member of his Leadership Team, Jane Eckford Director for Customer Services.

### **C/022/14-15 Questions from Members**

There were no questions from Members.

### **C/023/14-15 Recommendations from the Executive and Committees**

#### **(A) Joint Strategic Committee – 1 July 2014 – Outturn Report 2013/14**

The Leader presented the recommendations from the meeting of the Joint Strategic Committee on 1 July; a copy of item 7A is attached to the minutes.

Councillor Carson Albury seconded the proposal.

On a vote For 25 Against 0 Abstain 0

**Resolved** that the Council

- (a) noted the overall final outturn for 2013/14;
- (b) agreed the net carry-over of revenue budget to 2014/15 where the original approval for 2013/14 was not utilised which will be funded from the Capacity Issues Reserve as set out in paragraph 5.6 (HRA), 6.1 and 6.2 (General Fund) totalling:-
  - Adur District Council - HRA £50,000
  - Adur District Council £139,750
  - Worthing Borough Council £165,900
- (c) agreed the net carry-over of General Fund Capital underspends, as detailed in paragraph 7.8, 7.10, 8.8, 8.9, 8.10 and 8.11.
- (d) approved the appropriation of the net under-spend in General Fund revenue expenditure in the year to reserves as detailed in paragraph 6.3 for Adur District Council of £539,430
- (e) approved a contribution for Adur District Council from the 2013/14 HRA surplus to:
  - i) Adur Housing New Development and Acquisition Reserve of £346,060 being the original budgeted amount; Paragraph 5.6.
  - ii) Major Repairs Reserve of £440,000 to supplement the resources available for new capital investment and repayment of debt (paragraph 5.6);
  - iii) HRA Reserve of £14,100 being the unspent balance for Scanning Carry Forward from 2012-13

(f) approved the creation for Adur District Council of a new HRA Discretionary Assistance Fund to provide financial support to tenants, and establish the reserve by transferring £50,000 from the 2013/14 surplus (paragraph 5.6);

(g) approved the creation for Adur District Council of a new HRA revaluation reserve which is to be used to manage the impact of changes to the value of the HRA assets.

(h) approved the financing of the Capital Investment Programme, including the use of capital receipts as set out in paragraph 7.4, 7.5, 8.4 and 8.5

(i) noted the use of S106 receipts to fund the 2013/2014 Capital Investment Programme, as previously approved, set out in paragraph 7.4 and 8.4.

(j) approved the use of Adur District Council S106 receipts as set out in paragraph 7.9.

### **(B) Joint Overview and Scrutiny Committee – 3 July – Annual Report**

Councillor McKinney as Joint Chairman presented the recommendation from the Committee held on 3 July attached as item 7B to these minutes.

On a vote For 25 Against 0 Abstain 0

**Resolved** that Joint Overview and Scrutiny Committee Annual Report for 2013/14 be received.

### **(C) Joint Governance and Audit Committee – 26 June – Site Visit Protocol**

Councillor Hotton as Joint Chairman presented the recommendations from the Committee's meetings on 26 June and on 10 July, as item 7C and 7D attached to these minutes.

The proposal was seconded by Councillor Graysmark.

Councillors debated the recommendation from the Joint Governance and Audit Committee agreeing that site visits were important however the Protocol was too prescriptive in its application.

On a vote For 2 Against 18 Abstain 5

The item was lost.

### **(D) Joint Governance and Audit Committee – 10 July - Review of the Constitution**

The item had been circulated to members by email and a copy placed in the Chamber for the meeting.

Councillor Parkin seconded the proposal.

Council noted the work by the Chairman of the Joint Committee and the Solicitor to the Council to place Parts 1 to 3 before the Council. Further work was needed with Part 4 to be presented to Committee in September.

On a vote For 25 Against 0 Abstain 0

**Resolved that**

(i) to (v) related to Worthing BC

(vi) the District Council of Adur adopts parts 1, 2 and 3 of the revised constitution, as set out in Appendix 1 of the report, with effect from 1<sup>st</sup> November 2014, subject to an amendment to paragraph 5.12(e) to 16 elected Members, being 8 from the Borough Council of Worthing and 8 from the District Council of Adur;

(vii) the District Council of Adur adopts the amended Adur District Council Petition Scheme from 18<sup>th</sup> July 2014;

(viii) the District Council of Adur authorises the Monitoring Officer to make amendments to the terms of reference at paragraph 5 of part 3 of the revised constitution to reflect changes to the Executive Member Portfolios and changes to the Officer structure;

(ix) the District Council of Adur authorises the Section 151 Officer and the Monitoring Officer to make amendments to the Financial Regulations and the Contract Standing Orders to take account of the changes to the Officer structure;

(x) the District Council of Adur authorises the Monitoring Officer to make amendments to the Joint Committee Agreement to bring it in line with the amendments agreed in this report;

**C/024/14-15 Report of the Leader**

The Leader's report as item 8 on pages 12-15 of the agenda and attached to the minutes was noted by council.

The Chairman declared the meeting closed at 8.02pm, it having commenced at 7pm.

Chairman