

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

**25 February 2016**

Councillor Carson Albury, Chairman  
Councillor Ann Bridges, 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 James Butcher	*Councillor David Lambourne
Councillor Stephen Chipp	Councillor Fred Lewis
Councillor Brian Coomber	Councillor Liza McKinney
Councillor Keith Dollemore	Councillor Barry Mear
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

Councillor Carol Albury arrived at 7.05 during consideration of the item 'questions by the public'

**C/038/15-16 Apologies for absence**

Apologies for absence were received from Councillor Kennard and Lambourne.

**C/039/15-16 Declarations of Interest**

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

**C/040/15-16 Questions and Statements from the Public**

The Chairman informed Council that two questions to the Executive had been received from members of the public, both from Mr Alden.

Mr Alden was invited to ask the first of his registered questions

*'The Executive member will be aware that Adur District features as the worst in England for Excess Winter deaths. (Ref Public Health England: Health Profile 2015 Adur District.)*

*The same Profile shows parts of Eastbrook ward as equal to the most multiply deprived areas in England.*

*Will the Executive member let me know what priority measures the council is taking to improve the health of its most vulnerable elderly?*

*Will the council undertake a study to ensure all vulnerable residents live in warm, safe and dry homes?*

*What priority is given to vulnerable elderly council tenants when reporting urgent repairs such as heating breakdown or draughty/broken windows?'*

The Executive Member for Health and Wellbeing, Councillor Simmons made a lengthy response which explained his role in ensuring the officers of the council tackled those issues where the council had a role. In explaining the ways the council was addressing fuel poverty the Councillor mentioned Eastbrook as one of the pockets of deprivation that presented a challenge to the Council but that measures were in place to support vulnerable residents through a partnership with West Sussex County council in the 'How to keep well and Warm' programme. Councillors, voluntary organisations (particularly through GuildCare) were now expanding into Adur with a £9K project in Eastbrook. This project with the Fire Service would involve calling on all residents, once the pilot study was completed it was likely to be broadened into the whole District. Examples of other assistance were given - encouraging social landlords to comply with the decent homes standard, the gas supply project in Test Road Sompting and the work by the Health and Wellbeing Hubs.

There was no supplementary question.

Mr Alden asked the following questions of the Executive Member for Customer Services

### **Question 2 From Mr Alden**

*"Can the Executive Member for Customer Services give an assurance to the residents of the council's Sheltered Housing schemes that there is no threat to the current level of Housing Support Officers allocated to the schemes."*

Response from Councillor Funnell, Executive Member for Customer Services:

***Although we have recently completed a staff restructuring in Adur Homes, a review of the Housing Support Officer role has been delayed.***

***West Sussex County Council currently provide funding that contributes to the cost of these roles. However we have been advised that from October 2016 this funding will be reduced. Therefore it will be necessary to review the Housing***

***Support Officer service and we will be investigating how rent and service charges in our sheltered housing schemes can fund the service in future.***

***I assure you that we remain committed to ensuring that vulnerable residents in our sheltered housing schemes continue to receive they have enjoyed***

There still being time in the allotted 30 minutes for public question time, the Chairman invited members of the public to put any questions to the Executive.

Mr Tony Morris of Shadwells Court Sheltered Housing Scheme encouraged the Council to support the vulnerable in sheltered housing schemes to prevent West Sussex County Council making the cuts to the service.

The Leader commented that WSCC had set its Council Tax on the previous Friday.

Donna Reffold of Gardner Road Fishersgate asked about the camera in the toilets at the Fishersgate Centre and the Council's full investigation into the incident. She also sought some reassurance for the community. The Executive Member for Health and Wellbeing explained that the situation and circumstances were in flux but offered to write to the questioner to expand on the position.

Wayne Green of Brighton Road Shoreham by Sea asked about the effect of the increase in Council Tax on those on low income suggesting that the Council was undertaking social cleansing forcing those unable to pay the cost of living in the area to move out of the area. The Executive Member for Resources explained that the Council Tax support scheme would be available as previously to those on low incomes.

Toni Obee of West Way in Southwick asked about the start date for the new play equipment on the Fishersgate land. The Leader stated that the fence had come down that day and as the money had to be spent by April he anticipated that the work would be any day but by the Easter Holidays was his estimate. He would ensure that the actual date was forwarded to the Friends of Fishersgate Rec.

Jane Adler of Fishersgate Voice asked a series of questions about the cameras in the toilet areas of the Fishersgate Centre; the Leader explained that the matter was subject to legal action.

#### **C/041/15-16 Confirmation of Minutes**

**Resolved** that the minutes of the meeting of the Council on 17 December 2016 be approved as a correct record and they be signed by the Chairman.

#### **C/042/15-16 Announcements by the Chairman, Leader, Executive Members and / or Head of Paid Service**

The Chairman reminded the Council that the new year started with the sad news of the passing away of former Councillor Darren Burns and Wendy Farmer, former Chairman of the Adur Consultative Forum.

The Chairman announced that together with the Vice-Chairman they would be marking the Birthdays of Her Majesty, the Queen and His Royal Highness, the Duke of Edinburgh later in the year, as information became available it would be shared with the Council.

The Leader announced some housekeeping matters, Councillor Pat Beresford would be replaced on the Licensing Committee by Councillor Coomber.

Council agreed to the changes to the Committee membership.

The Executive Member for the Environment announced that due to recent developments, he would not be standing in the Manor Ward at the forthcoming elections, he would be tendering his resignation to the Leader in due course. He paid tribute to the Chief Executive and 4 directors for their support and assistance, proactive and first class leadership. There were too many other people to name and thank but the Head of Finance, the Head of Waste and Recycling and key members of his team were singled out for a mention.

The Chief Executive had no announcements.

### **C/043/15-16 Items Raised Under Urgency Provisions**

There were no items under the urgency provisions.

### **C/044/15-16 Recommendations from the Executive and Committees to Council**

#### **(A) Joint Governance Committee**

The Joint Chairman of the Committee presented and proposed the recommendations from the meeting of 19 January, a copy of item 7A i and ii are attached to the minutes.

#### **(i) Use of electronic devices in meetings of the council and its committees**

Councillor Lewis seconded the proposal.

On a vote For 25 Against 0 Abstain 1

**Resolved** that the existing Protocol for Public / Press Recording of Public Council Meetings be replaced with the revised document as set out in Appendix B to the Committee's report;

#### **(ii) Motion on Notice - Worthing Borough council**

Seconded by Councillor Graysmark.

There was some discussion on the recommendation and whether the restriction on the delegation was necessary or needed to be amended. The Council agreed that there were occasions when confidentiality clauses were necessary with this amendment safeguarding transparency.

On a vote to accept the amendment For 25 Against 1 Abstain 0

**Resolved** that the Scheme of Officer Delegations be amended to limit the Solicitor to the Councils authority to settle proceedings on behalf of the Council, and to prevent the inclusion of confidentiality clauses unless prior written agreement had been sought from the Leader of the Council (or deputy in their absence) and the Leader of the main opposition (or deputy in their absence).

### **(B) Joint Strategic Committee**

The Leader presented and proposed the four recommendations from the meeting of the Committee on 2 February, a copy of items 7B (i) to (iv) are attached to the minutes.

(i) Treasury Management strategy

Councillor Dunn seconded the proposal.

On a vote For 26 Against 0 Abstain 1

**Resolved** that the Prudential Indicators and Limits, and MRP Statements be approved.

(ii) Strategic Property Investment fund - Investment Strategy

Councillor Beresford seconded the proposal.

On a vote For 26 Against 0 Abstain 1

**Resolved** that approval be given to the key principles and criteria set out in the report form the basis of the new Joint Investment Strategy in accordance with paragraph 4.03(d) of the Councils' Constitutions;

(iii) 2016/17 Council Tax Support schemes

Councillor Funnell seconded the proposal.

On a vote For 26 Against 0 Abstain 1

**Resolved** that Council

- a. Agrees that the Council Tax Support scheme for 2016/17 should be based upon the scheme for 2015/16 with no changes beyond necessary technical amendments required to keep the scheme consistent with the national rules in respect of Housing Benefit;
- b. agrees that the preferred scheme for 2016/17 should form the basis of the scheme for 2017/18 subject to further considerations based on a report being brought back to the Joint Strategic Committee in June 2016.

(iv) Review of current partnership arrangements for the delivery of Adur Revenues and Benefits Service

Councillor Bridges seconded the proposal.

On a vote For 26 Against 0 Abstain 1

**Resolved** that

1. Adur District Council should withdraw from the CenSus partnership in respect of the provision of the Revenues and Benefits service;
2. The Director for Customer Service be authorised to serve formal notice on Mid Sussex District Council and Horsham District Council by 31 March 2016 confirming that Adur District Council is terminating its membership of the CenSus Revenues & Benefits service;
3. The Director for Customer Service be authorised to seek agreement with the remaining partners that the effective date for termination of the Contract should be 1 October 2017.

**(C) Executive**

The Chairman announced that this recommendation would be taken together with item 11 on the agenda .

**C/045/15-16 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.

Executive Members made no statements on their decisions.

No questions were asked on the Report of the Leader.

On a vote For 25 Against 0 Abstain 1

**C/046/15-16 Schedule of Meetings 2016/17**

Council had before it the proposed schedule of meetings for 2016/17, Council was asked to agreed the dates for its meetings and to note the proposed dates for the other committee meetings. A copy of the meeting schedule is attached to the minutes as item 9.

The Leader proposed the dates, this was seconded by Councillor Beresford.

**Resolved** that the dates for the Council meetings for 2016/17 be approved with the dates for the committee meetings being noted.

## **C/047/15-16 Members Questions under Council Procedure Rule 12**

There were no questions received from Members under CRP12.

The Chairman announced an adjournment from 8.06 to 8.17 pm.

## **C/048/15-16 Council Tax 2016/17**

The Chairman reminded Council that in the usual tradition, the Leader would be invited to address council with the recommendation of the Executive, following the seconding of the proposal for the council tax, the Leaders of the Opposition Groups and spokesperson on the council would be invited to address the meeting.

The normal rules of debate would apply, amendments would be dealt with as they arose; a recorded vote would be taken on any amendment and the final vote in accordance with the Regulations.

Inviting the Leader to come forward and address Council on his budget proposals.

The Leader spoke on the government's financial settlement and the effect on the District. The strong position of the Council was due to prudent spending, investment and focusing on those services that the resident's valued together with the partnership with Worthing, which was due to save £13M in the current year.

The Leader spoke on the challenges of the past year which had included a move to the current venue with accommodation for voluntary sector partners; a continuation of the weekly waste collection and other initiatives.

Touching on the tragedy of the Shoreham Air Show the Leader extended his thanks to the many hundred of people involved in the initial response and the ongoing recovery phase.

The Leader spoke on the progress of various initiatives in the District to make it a better place to live including outdoor gym equipment and play parks, regeneration in Lancing and progress on the Adur Local Plan and the Tidal Walls scheme. Business had been supported to prosper and as Chairman of the Greater Brighton Economic Board strategic initiatives had been identified including superfast digital infrastructure.

The Leader mentioned the UK's 'Best New Festival' which was returning in the Summer and the Gorilla Circus to be held in Lancing. Work on the parks and open spaces for community enjoyment was commended as was the success in groups gaining Government Funding exemplified by the £50K for the Shoreham Fort.

The Leader concluded by thanking the officers for their efforts, his Cabinet Colleges and particularly his Deputy for the work undertaken. He proposed the budget to the Council which amended to an average of 9p per week extra in council Tax.

The proposal was seconded by Councillor Donaldson.

The Leader of the Main Opposition was invited to address Council.

Councillor Graysmark addressed Council in mentioning the reduction in revenue support grant leading to the proposal to increase council tax, he suggested that the government was offloading the national deficit to local government which would not have arisen and could be avoided by freeing the country from Europe or by a unitary authority in West Sussex,. Addressing the potential shortfall in the budget Councillor Graysmark questioned where future revenue would come from, the new homes bonus would be negligible without land to build, the reform of the business rates would not benefit the District whilst the council had to have a budget, it would not be receiving his support.

The Labour Party representative also commented that the council was being forced to increase the council tax as central government had passed the deficit to local government. He would not be supporting the budget.

The Leader of the Shoreham Beach Residents Group addressed council accepting that the increase was necessary and also that WSCC element included a 2% for social care. Councillor McKinney questioned where future savings would come from and how those less fortunate would be able to live in the District when the lack of house building and average house cost was prohibitive to many.

In the debate the administration was questioned on the staff savings and/or cuts which could lead to disillusioned staff. Support was given to the Leadership in the strategic positioning through the Greater Brighton Economic Board for inward investment, the opportunities and savings afforded by the work with Worthing.

In accordance with the Regulations, a recorded vote was taken of those councillors present in the Chamber.

Councillors For the recommendation (21)

Councillors Carol Albury, Carson Albury, Beresford, Boggis, Bridges, Butcher, Coomber, Chipp, Dollemore, Donaldson, Dunn, Evans, Funnell, Hilditch, Hotton, Lewis, McKinney, Metcalfe, Parkin, Simmons, Stride.

Councillors Against the recommendation

-

Councillors abstaining from voting (6)

Councillors Bishop, Graysmark, Haywood, Mear, Patmore, Phillips.

## **Resolved**

1. Council noted that on 8 February 2016, the Executive calculated the Council Tax Base 2016/17.
  - (a) for the whole Council area as **20,520.6** [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
2. That the Council Tax requirement for the Council's own purposes for 2016/17 (excluding Parish precepts) is **£5,682,770**.
3. That the following amounts be calculated by the Council for the year 2016/17 in accordance with Sections 31 to 36 of the Act:
- (a) **£46,036,330** 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) **£39,988,690** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) **£6,047,640** 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) **£294.71** 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) **£276.93** 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) **£257,210** being the aggregate amount of all special expenses (not applicable in the Lancing Parish area)
- (h) **£264.42** 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.

4. Council noted that for the year 2016/17 the West Sussex County Council and The Police and Crime Commissioner for Sussex have 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 2016/17	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
<b>West Sussex County Council Total as split below:</b>	805.26	939.47	1,073.68	1,207.89	1,476.31	1,744.73	2,013.15	2,415.78
West Sussex Council – Core precept	789.77	921.39	1,053.02	1,184.65	1,447.91	1,711.16	1,974.42	2,369.30
West Sussex County Council – Adults Social Care Element	15.49	18.08	20.66	23.24	28.40	33.57	38.73	46.48
The Police and Crime Commissioner for Sussex	99.27	115.82	132.36	148.91	182.00	215.09	248.18	297.82

- 5 That 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 these minutes as the amounts of Council Tax for the year 2016/17 for each part of its area and for each of the categories of dwellings.

The Chairman declared the meeting closed at 8.55pm, it having commenced at 7pm

Chairman

## LANCING PARISH COUNCIL AREA

<b>Council Tax Schedule 2016/17</b>	<b>Band A £</b>	<b>Band B £</b>	<b>Band C £</b>	<b>Band D £</b>	<b>Band E £</b>	<b>Band F £</b>	<b>Band G £</b>	<b>Band H £</b>
<b>West Sussex County Council Total split as below</b>	<b>805.26</b>	<b>939.47</b>	<b>1,073.68</b>	<b>1,207.89</b>	<b>1,476.31</b>	<b>1,744.73</b>	<b>2,013.15</b>	<b>2,415.78</b>
West Sussex County Council Core Precept	789.77	921.39	1,053.02	1,184.65	1,447.91	1,711.16	1,974.42	2,369.30
West Sussex County Council Adult Social Care Precept	15.49	18.08	20.66	23.24	28.40	33.57	38.73	46.48
<b>Sussex Police Authority</b>	<b>99.27</b>	<b>115.82</b>	<b>132.36</b>	<b>148.91</b>	<b>182.00</b>	<b>215.09</b>	<b>248.18</b>	<b>297.82</b>
<b>Parish of Lancing area total as split below:</b>	<b>207.24</b>	<b>241.78</b>	<b>276.32</b>	<b>310.86</b>	<b>379.94</b>	<b>449.02</b>	<b>518.10</b>	<b>621.72</b>
Adur District Council Core Precept	176.28	205.66	235.04	264.42	323.18	381.94	440.70	528.84
Lancing Parish Precept	30.96	36.12	41.28	46.44	56.76	67.08	77.40	92.88
<b>TOTAL</b>	<b>1,111.77</b>	<b>1,297.07</b>	<b>1,482.36</b>	<b>1,667.66</b>	<b>2,038.25</b>	<b>2,408.84</b>	<b>2,779.43</b>	<b>3,335.32</b>

APPENDIX B

SOMPTING PARISH COUNCIL AREA

Council Tax Schedule 2016/17	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
<b>West Sussex County Council Total split as below</b>	<b>805.26</b>	<b>939.47</b>	<b>1,073.68</b>	<b>1,207.89</b>	<b>1,476.31</b>	<b>1,744.73</b>	<b>2,013.15</b>	<b>2,415.78</b>
West Sussex County Council Core Precept	789.77	921.39	1,053.02	1,184.65	1,447.91	1,711.16	1,974.42	2,369.30
West Sussex County Council Adult Social Care Precept	15.49	18.08	20.66	23.24	28.40	33.57	38.73	46.48
<b>Sussex Police Authority</b>	<b>99.27</b>	<b>115.82</b>	<b>132.36</b>	<b>148.91</b>	<b>182.00</b>	<b>215.09</b>	<b>248.18</b>	<b>297.82</b>
<b>Parish of Sompting area total as split below:</b>	<b>208.50</b>	<b>243.25</b>	<b>278.00</b>	<b>312.75</b>	<b>382.25</b>	<b>451.75</b>	<b>521.25</b>	<b>625.50</b>
Adur District Council Core Precept	176.28	205.66	235.04	264.42	323.18	381.94	440.70	528.84
Sompting Parish Precept	20.34	23.73	27.12	30.51	37.29	44.07	50.85	61.02
Special Expenses	11.88	13.86	15.84	17.82	21.78	25.74	29.70	35.64
<b>TOTAL</b>	<b>1,113.03</b>	<b>1,298.54</b>	<b>1,484.04</b>	<b>1,669.55</b>	<b>2,040.56</b>	<b>2,411.57</b>	<b>2,782.58</b>	<b>3,339.10</b>

APPENDIX B

ALL OTHER AREAS INCLUDING SHOREHAM, SOUTHWICK AND COOMBES

<b>Council Tax Schedule 2016/17</b>	<b>Band A £</b>	<b>Band B £</b>	<b>Band C £</b>	<b>Band D £</b>	<b>Band E £</b>	<b>Band F £</b>	<b>Band G £</b>	<b>Band H £</b>
<b>West Sussex County Council total split as below:</b>	<b>805.26</b>	<b>939.47</b>	<b>1,073.68</b>	<b>1,207.89</b>	<b>1,476.31</b>	<b>1,744.73</b>	<b>2,013.15</b>	<b>2,415.78</b>
West Sussex County Council Core Precept	789.77	921.39	1,053.02	1,184.65	1,447.91	1,711.16	1,974.42	2,369.30
West Sussex County Council Adult Social Care Precept	15.49	18.08	20.66	23.24	28.40	33.57	38.73	46.48
<b>Sussex Police Authority</b>	<b>99.27</b>	<b>115.82</b>	<b>132.36</b>	<b>148.91</b>	<b>182.00</b>	<b>215.09</b>	<b>248.18</b>	<b>297.82</b>
<b>All other areas including Shoreham, Southwick and Coombes are split below:</b>	<b>188.16</b>	<b>219.52</b>	<b>250.88</b>	<b>282.24</b>	<b>344.96</b>	<b>407.68</b>	<b>470.40</b>	<b>564.48</b>
Adur District Council Core Precept	176.28	205.66	235.04	264.42	323.18	381.94	440.70	528.84
Special Expenses	11.88	13.86	15.84	17.82	21.78	25.74	29.70	35.64
<b>TOTAL</b>	<b>1,092.69</b>	<b>1,274.81</b>	<b>1,456.92</b>	<b>1,639.04</b>	<b>2,003.27</b>	<b>2,367.50</b>	<b>2,731.73</b>	<b>3,278.08</b>

APPENDIX C

## COUNCIL TAX BASE

	2015/16 Tax Base	2016/17 Tax Base
Lancing	6,017.6	6,096.5
Sompting	2,677.9	2,719.4
Unparished	11,460.1	11,761.1
<b>TOTAL</b>	<b>20,155.6</b>	<b>£20,520.6</b>

## PARISH PRECEPTS

Parish Precepts	2015/16	2016/17
Lancing Parish Council	£282,170	£282,170
Sompting Parish Council	£82,700	£82,700
<b>TOTAL</b>	<b>£364,870</b>	<b>£364,870</b>