

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

27 April 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

C/056/16-17 Apologies for absence

Apologies for absence were received from Councillors Coomber, Hilditch, Haywood, Simmons, Lambourne, Phillips, Bishop and Metcalfe.

C/057/16-17 Declarations of Interest

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

C/057/16-17 Confirmation of Minutes

Resolved that the minutes of the meeting of the Council on 23 February 2017 be approved as a correct record and they be signed by the Chairman.

C/058/16-17 Questions from members of the Public

There were no questions from members of the Public.

C/059/16-17 Announcements by the Chairman, Leader, Executive Members and / or Head of Paid Service

The Chairman gave an update on her engagements since the last Council meeting; these included the opening of the refurbished Miller and Carter restaurant in Lancing, attending the Sir Robert Woodard Academy for the Dance Showcase - a celebration of dance from contemporary to Jazz by BTEC and GCSE students. Visiting Shoreham Academy from the Lycee in Riom.

There was a retirement party in Southwick for Peter Bennett who had a career spanning 43 years with Adur Council; the 17th Anniversary dinner of Adur East Lions Club and the opening of the newly refurbished children's playground on Hamble recreation ground.

On St George's Day there had been a parade of Adur District Beavers, Cubs, Scouts and Sea Scouts at Lancing Manor recreation ground which she had attended along with Tim Loughton MP.

Following from the terrorist attack in the grounds of our parliament building and Westminster Bridge, a letter was sent on her behalf to the Speaker of the House of Commons and the Metropolitan Police Chief Constable.

The Chairman updated the Council on her actions to ensure the Twinning Association continued with a meeting due to be held in May for interested people. She would also be attending one of the Royal Garden Parties in May.

The Leader informed Council that he had met with the Minister on the reduction to the Council's New Homes Bonus although he did not expect a positive outcome he had been assured that the views would be taken into account.

No other announcements were made.

C/060/16-17 Items Raised Under Urgency Provisions

There were no items under the urgency provisions.

C/061/16-17 Recommendations from the Executive and Committees to Council

Council had before it recommendations from the Joint Strategic Committees of 7 March and 4 April, the Joint Overview and Scrutiny Committee of 16 March and the Joint Governance Committee of 28 March 2017. These had been circulated to members and are attached as item 7 to the minutes.

(A) Joint Strategic Committee - 7 March 2017

Adur and Worthing Housing Strategy

The Leader presented and proposed the recommendations from the meeting of the Committee as item 7A circulated to Members on page 5 of the agenda. The recommendation was to adopt the new 3 year joint Housing Strategy and targets for the Councils from 2017 to 2020.

The proposal was seconded by Councillor Dunn.

The Leader of the Labour Group spoke on the adoption of the Strategy commenting that there was still much work to be done but that the proposal was a good beginning.

On a vote - For 21 Against 0 Abstain 0

Resolved that the Housing Strategy and targets for 2017 to 2020 as presented be agreed.

(B) Joint Overview and Scrutiny Committee - 16 March 2017

The Chairman of the Joint Overview and Scrutiny Committee presented the recommendation on the 2017/18 work programme to Council as detailed on page 7, item 7B of the agenda. The recommendation was seconded by Councillor Carson Albury.

On a vote there were For 21 Against 0 Abstain 0

Resolved that the Joint Overview and Scrutiny Committee Work Programme for 2017/18 be approved.

(C) Joint Governance Committee - 28 March 2017

The Chairman of the Joint Committee presented the recommendations of his Committee as item 7B before Council. These were on pages 7 to 14 of the agenda.

(i) Joint Overview and Scrutiny Procedure Rules

The joint Chairman explained that these new rules incorporated the new ways of working which the Committee had been trialing which enabled robust scrutiny of the decisions of the Councils. The recommendation was seconded by Councillor Boggis.

The Leader of the Labour Group and the Leader of the Opposition both commented that the committee system enabled good scrutiny of decisions, it being time that the Council considered returning to that form of governance.

The Leader questioned where the estimated £250K to support the return to the committee system would be found.

On a vote For 21 Against 0 Abstentions 0

Resolved that Adur District Council adopt of the revised Joint Overview and Scrutiny Procedure Rules with the rules being included in the Council's Constitution.

(ii) Executive Procedure Rules

The Joint Chairman explained that the updated procedure rules emphasised the need to comply with various statutory requirements, the procedure for conflict of interest, when the Leader may withdraw delegation of an executive function and the time limit for the making of individual executive member decisions.

The proposal was seconded by Councillor Boggis.

On a vote - For 21 Against 0 Abstain 0

Resolved that Adur District Council adopt the revised Executive Procedure Rules, as set out at Appendix 2, as part of its Constitution.

(iii) Constitution Provisions on Licensing Functions

The joint Chairman informed Council that the committee had had a report on the Licensing Functions, having received the comments from the Licensing Committee the Governance Committee had made the various recommendations to Council for approval these included matters related to quorum, NNDR applications and appearances at the Magistrates Court when necessary.

The proposal was seconded by Councillor Chipp.

On a vote - For 21 Against 10 Abstain 0

Resolved that

- the constitution be varied to provide that the majority of the membership of the Licensing committee cannot be made up of Executive Members;
- that Licensing Act 2003 and Gambling Act 2005 matters are heard by a full committee of ten members and no changes to the constitution are made in this regard;
- that the quorum of the full committee be raised from three members to four members and the constitution be amended accordingly;
- that the quorum of the Licensing and Regulatory sub committee remain as three;
- that the constitution be amended to provide for NNDR applications to be dealt with by the Head of Revenues and Benefits, rather than the Executive Member for Resources, with a route of appeal to the Executive Member for Resources, rather than to the Licensing Committee;
- that the Solicitor to the Council be delegated authority to draft Licensing Procedure Rules to be incorporated into the constitution, to include a provision that the Licensing Committee Chairman or Vice Chairman be expected to attend appeals held at the Magistrates Court.

(D) Joint Strategic Committee - 4 April 2017

The Leader presented and proposed the recommendations from the meeting of the Committee as item 7D before Council on page 15. The proposal was that the Council

signed up to the Adur Dementia Action Alliance as Local Members. The Action Plan would be delegated to the Director for Communities to ensure that the Council worked towards becoming a 'dementia friendly council'; the Committee expected to be updated annually on the progress of the Action Plan.

The proposal was seconded by Councillor Evans

Resolved that

- i) Adur District Council sign up to the Adur Dementia Action Alliance as 'Local members';
- ii) the Director for Communities be delegated to approve the draft Action plan (Appendix II) for submission in consultation with the Executive Members for Wellbeing and Customer Services;

C/062/16-17 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 pn [pages 17 to 20 of the agenda.

The Leader mentioned that the investment in solar panels for the Shoreham Centre were contained within the Capital Investment Programme item.

The Leader also mentioned that in relation to the Shoreham Air Crash Memorial Project , a question had been asked at the Worthing Council meeting on Tuesday evening. In response to the question, the Brief for the Project clarified that it should be as low maintenance as possible but that once completed maintenance would be allowed for in the budget.

No questions were asked of the Executive.

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

No questions under CPR 12 had been received by the Proper Officer.

The Chairman declared the meeting closed at 7.50 having commenced at 7pm.

Chairman