

## Minutes of Full Council Meeting 10<sup>th</sup> December 2014

- 1806 Attendance: Cllrs Mear, Bashford, Servante, , Burns, Lewis, Vincent, Scotting, Thornton, Tufnell and Wood. Also in attendance was WSCC Cllr Parsons and Simon Robb of The Herald newspaper.
- 1807 Apologies and reasons for absence: Cllrs Bamber (work) Smith (absent)
- 1808 Declarations of interest by councillors on any of the agenda items below: None
- 1809 Request for DPI Dispensations: None
- 1810 Policing matters: None
- 1811 Minutes: The minutes of 12<sup>th</sup> November 2014 approved as a true record. Any matters arising: None
- 1812 Public participation: None
- 1813 Planning Committee: The Chairman closed the meeting whilst the Planning committee sat for the 10<sup>th</sup> December 2014 meeting. The minutes of that meeting were presented verbally and approved.. Any matters arising: None
- 1814 Amenities and Environment Committee: The meeting was cancelled.
- 1815 Finance and General Purposes Committee: The minutes of 26<sup>th</sup> November 2014 approved as a true record. Any matters arising: None
- 1816 Centre Committee: The minutes of 26<sup>th</sup> November 2014 approved as a true record. Any matters arising: None
- 1817 Events Committee: The minutes of 19<sup>th</sup> November 2014 approved as a true record. Any matters arising: None
- 1818 Waste site, Halewick Lane: Members received the email from the consultant and following discussion  
Resolved: That the Parish Council would not wish to work with West Sussex County Council (WSCC) on any project promoted by the County Council as it may influence any decision the Parish has on future planning applications on the site. However, any information reached to date on the Council's project for the site may be given to WSCC.
- 1819 Editorial Board: The Clerk reported that the Board had derived a letter to SSALC requesting guidance on how to progress the complaint laid against the local MP. This was presented and subject to the reference being made to the letter received from the Commissioner and the date of the requested meeting with SSALC the

content of the letter was approved.

The Council had the draft press release on the same issue which was approved to be included with the letter to SSALC subject to the following changes; para 3 In 2 “Weston Road” to read “Western Road”; the words para 6 In 5 “ members of his party” to be removed. The press release on the Halewick site project was approved for publication.

The Clerk issued the “raw” Sompting Signpost for approval noting that it was not complete. Following discussion, the Clerk was requested to draft the Budget Statement again for clarity of the stated figures which could change following resolution at item 18 on the agenda and to email the revised version to all members for approval. The update for the bus service (see next item) to be drafted by Cllr Vincent and inserted. The Festival section to be enhanced with Cllr Lewis to contribute. The Clerk is to check on the emergency phone number and revise if necessary.

- 1820 Proposed Bus Service: Cllr Vincent updated Council on the discussions she had with the manager of Compass Travel and of the email previously issued to Council. Although the Council was unhappy with the timing of the service due to WSCC’s requirements as stated in the email, on discussion it was agreed that the service should run in the spring near Easter 2015. The Clerk informed members that as the cost of leaflet provision advertising the service was to be taken from reserves and any cost in 2015 financial year will also be taken from reserves and so would not affect the precept being discussed later on the agenda.
- 1821 Response by Council on pre-submission of Adur Local Plan: The Clerk presented the Council’s responses to the document. He explained that following the instructions given previously, he had derived them with Cllr Wood and sent the responses to Adur District Council by the required date. Members were required to resolve approval to the responses, which occurred.
- 1822 Council’s Emergency Phone: Members agreed the new rota starting with Cllr Wood in January 2015. Members to receive rota by email and confirm dates.
- 1823 List of payments: Council was requested to approve the payment list and bank account details as the Finance and General Purposes committee would not be sitting in December. The payment list was approved and the balance noted.
- 1824 2015/16 budget and precept: Council received the Responsible Financial Officer’s report on the recommendations of the Finance and General Purposes committee and on discussion  
Resolved:  
1. The budget for 2015/16 be £ 102,060, this being financed by reserves (£645); Slippage from previous year (£ 7,150) ; income from hiring the Centre and other income (£11,565) and the precept.

2. The remaining income required to be the Council's precept which was resolved separately as the figure £ 82,700. This figure being the same as previous years, since 2012.

- 1825 Reports by the Clerk:
1. The Signpost is to be delivered from 19<sup>th</sup> January 2015
  2. The Council is still waiting the delivery of the laptops and other equipment for the IT suite
  3. The draft pre submission Neighbourhood Plan should be with the steering group in December with the group meeting in January.
  4. WSCC's approval for the Bowness Avenue noticeboard received
- 1826 Report of District or County Councillors:  
WSCC Cllr Parsons informed Council of the forthcoming traffic survey of West Street and Busticle Lane; the Flood watch emergency number; the TRO's in Valley Road completed and that the area around the footbridge across A27 by the school had been cleared.
- 1827 Report of representatives to other bodies  
Cllr Servante attended and updated members  
Cllr Smith or Cllr Wood on Adur County Local Committee – Cllr Servante, in the absence of Cllr Wood, attended and updated members  
Cllr Thornton on Adur District Conservation Area Group – no meeting  
Cllr Bamber on West Sussex Association of Local Councils – no meeting  
Cllr Servante attended the Big Local meeting and reported to members.  
Cllr Servante on PCSO meetings – no meeting
- 1828 Items for future discussion by Council, committees or Emergency Consultation Panel:  
None

#### Minutes of Full Council Meeting 12<sup>th</sup> November 2014

- 1785 Attendance: Cllrs Mear, Bashford, Servante, , Burns, Lewis, Vincent, Scotting, Thornton, Bamber and Wood. Also in attendance was WSCC Cllr Parsons
- 1786 Apologies and reasons for absence: Cllrs Smith (absent), Tufnell (holiday)
- 1787 Declarations of interest by councillors on any of the agenda items below: None
- 1788 Request for DPI Dispensations: None
- 1789 Policing matters: None
- 1790 Minutes: The minutes of 8<sup>th</sup> October 2014 approved as a true record.  
Any matters arising: None

- 1791 Public participation: None
- 1792 Planning Committee: The minutes of 29th October 2014 and with the Chairman's approval, minutes of 12<sup>th</sup> November 2014 approved as a true record. Any matters arising: None
- 1793 Amenities and Environment Committee: The minutes of 5<sup>th</sup> November approved as a true record. Any matters arising: None
- 1794 Finance and General Purposes Committee: The minutes of 22<sup>nd</sup> October 2014 approved as a true record. Any matters arising: None
- 1795 Centre Committee: The minutes of 15<sup>th</sup> October 2014 approved as a true record. Any matters arising: None
- 1796 Events Committee: The minutes of 29th October 2014 approved as a true record. Any matters arising: None
- 1797 Neighbourhood Plan and Community site Halewick Lane: The Clerk updated Council on the current position on the community site at Halewick Lane. One of the conditions stipulated by the grant authority is that the funding must not be for a project which requires an Environmental Impact Assessment (EIA). Following protracted discussions with the South Downs National Park, in whose planning area the site is located, the Park Authority has required a EIA for the project. The Clerk confirmed that due to this the project will not be undertaken. Members were extremely disappointed with the situation and agreed that a press release should be issued expressing their disappointment and informing residents why the project has been cancelled. The Clerk added that a version of the press release will be in the Sompting Signpost' next edition. The Clerk stated that the Neighbourhood Plan, which was delayed to include the project under the Community Right to Build Order, will have a policy covering the need to manage the site under planning terms but this now would be "lukewarm".
- 1798 Editorial Board: The Clerk reported that the Board had not sat prior to this meeting.
- 1799 Proposed Bus Service: Cllr Vincent updated Council on the discussions she had with the manager of Compass Bus. The start date of the service has been delayed due to an internal issue between Compass Bus and Stagecoach on the use of route 7. The timetable is still awaited but once received will be used with the leaflet that the Council will produced as indicated in the Clerk's report. Draft publicity and news release will be given to Editorial Board for consideration. Resolved: That the Council will produce the leaflets at an estimated cost of £150.00 as stated in the agenda item.
- 1800 Planters: The Clerk reported that although two other estimates have

requested none have been received. The Clerk confirmed that if either estimate is less than that of Ferring Nurseries, the work will be Order on that estimate otherwise the matter will be presented at Amenities and Environment for resolution.

- 1801 Defibrillators: The Clerk spoke on the provision of a defibrillator for Sompting. Council noted his report and requested that he continues with his course of action and report back.
- 1802 Council's Emergency Phone: Council was concerned over the provision of the emergency phone and agreed to derive a new rota.
- 1803 Letter regarding local MP: The Chairman presented the letter received from the Standards Commissioner for Parliament in response to the Council's letter reporting on the activities of the local MP. All members agreed that the content of the letter was unsatisfactory and  
Resolved: That a letter is to be derived by Cllr Bamber to SSALC regarding the situation requesting their advice on the matter. This letter to be presented to the Council's Editorial Board for consideration. The Editorial Board to derive a press release which will be included in the letter to SSALC. It was agreed that since the Clerk would not be present for the Editorial Board to sit on 19th November following Events committee, the Board would meet following the Finance and General Purposes committee on 26<sup>th</sup> November 2014. Both documents will then be presented at Full Council for resolution on content.
- 1804 Reports by the Clerk:  
1. The Clerk reported on his attendance at the WSCC's Parish conference held at Southwater.  
2. Council was informed of the request to comment on A27 Action's paper headed "Parish councils call on Government to address the A27 to reduce noise from traffic in their communities". Resolved: Not to comment.  
3. WSCC's cabinet letter regarding Social Care was noted
- 1805 Report of District or County Councillors:  
WSCC Cllr Parsons informed Council of the forthcoming Adur County Local Committee; the grant funding by that Committee; the proposed cuts in the County's Fire Service previously discussed are to happen.
- 1806 Report of representatives to other bodies  
Cllr Servante attended the Local Strategic Partnership conference and updated members on the event  
Cllr Smith or Cllr Wood on Adur County Local Committee – no meeting  
Cllr Thornton on Adur District Conservation Area Group – no meeting  
Cllr Bamber on West Sussex Association of Local Councils – no meeting  
Cllr Servante attended the Big Local meeting and reported to members. The Clerk, if acceptable by the Vice-Chairman of Sompting Big Local would issue the draft minutes of the Big Local meetings. Cllr Servante informed Council

of the Big Local's AGM on 13<sup>th</sup> December 2014  
Cllr Servante on PCSO meetings – no meeting

- 1807 Items for future discussion by Council, committees or Emergency Consultation Panel:  
None

#### Minutes of Full Council Meeting 8<sup>th</sup> October 2014

Rev Colin Frampton spoke to Council about his vision of the potential building on the west Sompting site as a “home” for Sompting Community Church. He explained that he had been approached by Sompting Estates and the developers on the use of the building and that he saw the building as a community asset as the Church would provide a community facility. The Chair of the Council thanked Rev Frampton.

- 1763 Attendance: Cllrs Mear, Bashford, Servante, , Burns, Lewis, Vincent, Scotting, Tufnell and Wood. Also in attendance was ADC Cllr Aubrey and WSCC Cllr Parsons
- 1764 Apologies and reasons for absence: Cllrs Thornton (work), Bamber (ill) , Smith (absent)
- 1765 Declarations of interest by councillors on any of the agenda items below: None
- 1766 Request for DPI Dispensations: None
- 1767 Policing matters: None
- 1768 Minutes: The minutes of 10<sup>th</sup> September 2014 and extraordinary meeting of 24<sup>th</sup> September 2014 were approved as a true record
- 1769 Public participation: Mr Elliot of Newmans Gardens questioned why the mural of the spitfire had not been altered. Mr Elliot presented the Council with a residents signed list about the mural. The Clerk noted that out of the 14 residents only 4 could actually see the mural from their building and 3 declined to respond on the sheet. The actual questions asked on the sheet were not clear and did not state that it was the spitfire picture under consideration. The Chairman of the Council informed that a decision had been made about the mural and that Mr Newman was well aware of that decision. The Chair confirmed that the decision made stands.  
Another resident (name not recorded) thanked the Council on their swift repair to the shingle roof of the recreation toilets.
- 1770 Planning Committee: The minutes of 17<sup>th</sup> September and 1<sup>st</sup> October 2014 approved as a true record. Any matters arising: None

- 1771 Amenities and Environment Committee: This meeting was cancelled. The Chairman with the approval of the Council inserted the unconfirmed minutes for Events committee as this sat in place of the Amenities and Environment committee and the agenda as presented was issued prior to the meeting. It was agreed that Council would take the unconfirmed minutes of Events committee which were approved as a true record. Any matters arising: None
- 1772 Finance and General Purposes Committee: The minutes of 24th September 2014 approved as a true record. Any matters arising: None
- 1773 Centre Committee: The minutes of 17th September 2014 approved as a true record. Any matters arising: None
- 1774 Neighbourhood Plan and Community site Halewick Lane: The Clerk updated Council on the progress identified in his report. The report was divided into two parts. The first to approve the action of the Clerk in using the grant funding for the Neighbourhood Plan to pay the Council's share of the SEA.  
Resolved: The Clerk's action was approved  
The second part was regarding the signing of the agreement with Homes and Communities Agency for the work forming the Community Right to Build project at Halewick Lane Waste Site. The grant sum was reported as £ 57,737.00.  
Resolved: Council approved the signing of the agreement and that the Clerk signs on behalf of the Council.
- 1775 Editorial Board: The Clerk reported that the Board had not sat prior to this meeting.
- 1776 External Audit Report: Council received the report by the Clerk regarding the External Audit's report on the Council's Annual Report for 2013/14. Council noted that there were no matters to consider from the Audit and members congratulated the Clerk.
- 1777 Meeting with Persimmon Homes, the developer of West Sompting: Members received and discussed the report and agreed that the meeting should occur in November and that it should be an informal meeting in the afternoon. The Clerk was requested to agree a date with members and the developers.
- 1778 Proposed Submission Adur Local Plan: The Clerk requested a member to assist him in deriving the Council's response to the latest consultation of the Local Plan. After much discussion it was agreed that Cllr Wood would assist.
- 1779 Budgets: Members discussed the two budget allocations to Full Council and  
Resolved: That the two budget amounts in the current budget are to

be Council's bid for 2015/16 budget.

- 1780 IT Hub at Centre: Members received the Clerk's report and following discussions,  
Resolved: That the items identified for purchase within the report should be purchased subject to the chairs from Adur District Council not been found suitable.  
The item regarding the charge to be made for the use of the Centre by Albion in the Community Mentoring Sessions was deferred for discussion at the Centre committee to be held on 15<sup>th</sup> October 2014. The committee is also to derive a formal agreement with the use of the Centre by Albion in the Community Mentoring Sessions so that there is no further misunderstanding.
- 1781 Reports by the Clerk: The Clerk informed Council of the following;  
1. Annual Parish Meeting: This was discussed following the new format for the Meeting as proposed by the Clerk in his report. The members were supportive of the new format and requested the Clerk to confirm a date for the event with the Centre Manager for the week after Easter. The Clerk was to see whether Katy Bourne and or Mike Tristram would be guest speaker(s).  
2. Consultant's work on the A27 corridor study: Cllr Wood and the Clerk attended a meeting held by M Tristram of Sompting Estates regarding the proposals to relieve the congestion on the A27. Cllr Wood informed members that one proposal would affect the South Downs National Park and some of the Parish's listed buildings as well as some homes. Members had been informed of this proposal via email from the Clerk and on hearing the information from Cllr Wood were concerned over the proposal. It was reported that although the study by the consultant's was at an early stage, should the Council wish to make representations prior to future consultations, it should sooner than later. The Clerk pointed out that the proposal Option D consisted of more just the crossing of the Downs and he suggested any representation not to remove Option D but to request that the "bypass" section of Option D be removed with the remaining part of Option D to remain, with the consultants investigating how to resolve the problem on-line. Council agreed with the Clerk's suggestion and asked him to inform the Department of Transport of the Council's concerns in line with this suggestion. The Clerk is also to inform Mr Tristram of this stance.
- 1782 Report of District or County Councillors: WSCC Cllr Aubrey informed Council that he had taken on the role of Vice Chairman of Adur District Council.
- 1783 Report of representatives to other bodies: Cllr Servante informed members of the matters discussed at the PCSO meeting which were noted. No other reports were presented.
- 1784 Items for future discussion by Council, committees or Emergency Consultation Panel:



None

Minutes of EXTRAORDINARY Full Council Meeting 24th September 2014

- 1763 Attendance: Cllrs Mear, Bashford, Servante, Smith, Lewis, Vincent, Scotting, Thornton, Tufnell, Wood.  
Others attending were A Jones, T Crowter, M Shaw and J Matten
- 1764 Apologies and reasons for absence: Cllrs Bamber , Burns
- 1765 Declarations of interest by councillors on any of the agenda items below: None
- 1766 Request for DPI Dispensations: None
- 1767 Public participation: No attendance
- 1768 IT Hub at Centre: Members received the Clerk's report from the meeting of Full Council 10<sup>th</sup> September 2014 as this matter was then deferred to be considered at this meeting. After much discussion it was resolved by the majority vote that
1. The back room of Harriet Johnson Centre shall be made available for use by the IT Hub project. The rest of the Centre is not to be used by this project.
  2. The available times shall be as stated in the Clerk's report, Tuesdays (9:30am - 12:30) and Friday ( 2-5)
  3. The Parish Council is to receive £ 1,725.00 from the Sompting Big Local to pay for part of the project identified within the report and to be confirmed by the funding email from Sompting Big Local. Placement of Orders for work to be undertaken by the Parish Council with all invoices to the Council.
  4. The Council is to use its own funds for the remaining cost of the project
  5. The IT Hub is to be run by trained volunteers from Sussex Learning Solutions Ltd with the Hub being set up and maintained by an IT technician, neither of who are under the employment or management of the Parish Council and so at no cost to the Parish Council.
  6. The users will not be charged for the use of the room for the identified sessions.
  7. The six number laptops and one number printer are to be gifted to the Parish Council and shall remain as Parish Council assets.
  8. All consumables used at the IT Hub are to be self-financed.
  9. All furniture, equipment provided by the Parish Council for use by the project are assets of the Parish Council and shall be at times outside of the project made available for other users..
  10. The Parish Council's element of the project is to be delegated to the Centre committee.
  11. The project is expected to last 2 years. However, the Parish Council retains the right to review after one year and close the project if proved necessary either through misuse of the equipment

including theft or damage, lack of attendance or exceeding the session times thus preventing the normal use and hiring of the room.

#### Minutes of Full Council Meeting 10<sup>th</sup> September 2014

Chris Tomlinson of Rampion Wind Farm organisation gave a presentation update on the project with assistance from two engineers. Several things had changed from the original planning application due to the Planning Inspectorate's report, Shoreham Port Authority and the Fisheries. Mr Tomlinson stated that work on the project would start in 2015/6 and employ up to 600 people and using local traders were possible. Members asked several questions as did Mike Tristram of Sompting Estates. The Chairman thank Mr Tomlinson for his presentation.

- 1739 Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Burns, Lewis, Vincent and Scotting
- 1740 Apologies and reasons for absence: Cllrs Thornton (leave), Tufnell (ill), Wood (leave)
- 1741 Declarations of interest by councillors on any of the agenda items below: None
- 1742 Request for DPI Dispensations: None
- 1743 Policing matters: None
- 1744 Minutes: The minutes of 9<sup>th</sup> July 2014 were approved as a true record
- 1745 Public participation: Mr Elliot of Newmans Gardens questioned why the mural of the spitfire had not been altered. The Chairman stated that at the meeting of Amenities and Environment on 2<sup>nd</sup> July 2014 had received representations from owners of other adjoining properties who wanted the mural to stay as it is. The committee following those presentations resolved to refer any decision to Full Council so that all members would vote on the matter. On further discussion, Full Council resolved not to alter the image.
- 1746 Planning Committee: The minutes of 23<sup>rd</sup> July, 6<sup>th</sup> August, 20<sup>th</sup> August, 3<sup>rd</sup> September 2014 approved as a true record. Any matters arising: None
- 1747 Amenities and Environment Committee: Cllr Vincent proposed a change to the unconfirmed minutes. Cllr Vincent read out her proposed change and this was agreed. The minutes of 3<sup>rd</sup> September 2014 approved as a true record with the alteration. Any matters

arising: None The Clerk confirmed that the minutes will be altered as *“Cllr Vincent shared the figures with the committee. A provisional route has been suggested through Sompting and a part of Lancing, that would be feasible to run within the hour timeframe necessitating only one bus. The suggestion would be to pilot this on Sundays and Bank Holidays.*

*However, Cllr Vincent also reported that Broadwater Community Association had recently heard from Compass Buses that it would be able to run a Sunday and Bank Holiday service for the existing Number 7 route, for a figure of around £6,000 p.a. After much discussion :-*

*1. It was agreed to ask Finance and General Purposes committee at their meeting on 24th September to review the money available in the transport budget*

*2. If the Finance and General Purposes committee agree that there is money available, Cllr Vincent to be contacted to convene a meeting hosted by the Sompting Parish Council inviting interested parties. The Big Local, Lancing Parish Council, North Lancing Residents Association, Nelson Close Residents Association, Broadwater Community Association, Cllr Parsons WSCC representative for Sompting and Lancing and the WSCC County Councillor for Broadwater, to discuss a way forward and a possible pooling of resources/funding.”*

- 1748 Finance and General Purposes Committee: The minutes of 25th June 2014 approved as a true record. Any matters arising: None
- 1749 Centre Committee: Meeting not held
- 1750 Neighbourhood Plan and Community site Halewick Lane: The Clerk updated Council on the progress identified in his report. Council agreed that the community waste site project should remain within the Neighbourhood Plan as if not, the policy within the Plan would be general and weak on what should happen with the site. The Clerk reminded Council of the grant for the community waste site work stating that it had been approved. Members requested that if possible local universities should be used to undertake some of the project work where feasible.
- 1751 Editorial Board: The Clerk reported that the Board had not sat prior to this meeting.
- 1752 Consultation on draft Fire and Recue Service proposals 2015-16: The Clerk informed Council that although, as requested at the last meeting, he asked for an extension to the consultation period this was not agreed by the Fire Service. He continued stating that through an email circulated at the meeting, there was no alteration to be service being provided by the fire service in Sompting. Therefore this item was not discussed.
- 1753 Draft Standing Orders and Financial Regulations 2014/15: Members received the draft Financial Regulations as recommended by Finance and General Purposes committee. These were considered and

approved. The Clerk stated that an alteration to the draft Standing Orders as presented was needed as explained within his report. This alteration concerned paragraph 3(l) with the need to accept filming etc of open meetings of the Council. The Clerk suggested a new paragraph and this was approved.

Council thus resolved to

1. Approval of the Financial Regulations 2014\_15 as presented, and
2. Approval of the Standing Orders 2014\_15, subject to the alteration to paragraph 3(l) with the following words:

*“Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted for meetings open to the public. Reporting of proceedings can be during the meeting or later. If filming is to be undertaken, notice should be given so that suitable arrangements can be made. If social media is to be used the presiding Chairman shall bring to those attending the meeting that*

*The law of the land applies – including the law of defamation and the law on public order offences and,*

*Freedom of speech within the law should also be exercised with personal and social responsibility – showing respect and tolerance towards the views of others.”*

- 1754 Report by councillors on Strategy for next two –four years: Cllr Smith informed Council of the outcome of the Council’s discussions. Those present identified that communication between the Council and its residents and other parties involved with Sompting needed to be enhanced and it was suggested that a communication strategy should be developed. Council agreed with the suggestion and the Clerk was requested to derive the strategy for consideration at a future meeting.
- 1755 Report by Cllr Bamber on meeting with Adur DC planning policy officers on the Draft Local Plan: Council received a copy of Cllr Bamber’s report and it was noted. On the suggestion that Council meets with the proposed developer of West Sompting sites, the Clerk was asked to arrange. The Clerk wished for further direction on what matters were to be discussed and this will be placed on the agenda for the next meeting.
- 1756 IT Hub at Centre: Members received the Clerk’s report and following discussions considered that still insufficient information was available to make a decision. The item was deferred for discussion at an extraordinary Full Council meeting to be held on 24<sup>th</sup> September.
- 1757 WSCC CONSULTATION - Sompting Lotts Lane Waiting Restrictions: Council received the WSCC’s proposal and resolved that the scheme should go ahead as the junction was causing problems in exiting into Western Road due to the parked vehicles in Lotts Lane.
- 1758 Reports by the Clerk: The Clerk informed Council of the following;
1. Sompting Signpost is being delivered

2. A copy of the Council's Code of Conduct was issued
  3. WSCC requested that the A27 Action campaign poster be displayed
  4. Invite to attend a workshop on the effect of the cabling from the Rampion wind farm project to the public rights of way
  5. The current position on Adur District Council altering their current policy on having car boots on Sompting Recreation Ground.
- 1759 Flood Watch: WSCC Cllr Parsons presented information regarding this initiative by WSCC which was noted.
- 1760 Report of District or County Councillors: WSCC Cllr Parsons spoke about an open invitation to residents on 25<sup>th</sup> October about "Flood Watch".
- 1761 Report of representatives to other bodies: Cllr Bamber informed Council that he had attended the SSALC AGM and passed the documents to the Clerk  
Otherwise no meetings have been arranged.
- 1762 Items for future discussion by Council, committees or Emergency Consultation Panel:  
Council agreed that Mr Frampton of Sompting Community Church be invited to the next Full Council meeting.

Minutes of Full Council Meeting 9<sup>th</sup> July 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

- |      |  | Action |
|------|--|--------|
| 1717 | Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton, Tufnell, Lewis, Vincent and Scotting                               |        |
| 1718 | Apologies and reasons for absence: None  |        |
| 1719 | Declarations of interest by councillors on any of the agenda items below: Cllr Servante declared an interest in item 16: Payment for Cllr Servante               |        |
| 1720 | Request for DPI Dispensations: None  |        |
| 1721 | Minutes: The revised minutes of AGM of 28th May 2014 approved. The minutes of 11 <sup>th</sup> June 2014 approved with the word "Sharon" to read Cllr Mrs Wood . |        |
| 1722 | Public participation: Public present but nothing raised  |        |

- 1723 Planning Committee: The minutes of 25<sup>th</sup> June 2014 and 9<sup>th</sup> July 2014 approved as a true record. Cllr Bamber asked the Vice Chairman to explain the responses to “permitted development” applications. Cllr Wood said that this would be discussed at item 13 of the agenda.
- 1724 Amenities and Environment Committee: The minutes of 2<sup>nd</sup> July 2014 approved as a true record.  
Any matters arising: Council discussed the painting on the Centre walls following further representation from residents overlooking the painted spitfire. During discussion it was stated that the original decision to revise the painting was based on one resident’s complaint and that now, other residents have requested “no alteration” to the painting.  
Council resolved that due to the change of circumstances that no alteration will be done to the spitfire painting.
- 1725 Finance and General Purposes Committee: The minutes of 25<sup>th</sup> June 2014 approved as a true record. Any matters arising: None
- 1726 Centre Committee: The minutes of 25<sup>th</sup> June 2014 approved as a true record  
Any matters arising: None
- 1727 Neighbourhood Plan and Community site Halewick Lane: Cllr Wood, the Chairman of the steering group updated Council on the progress of the Neighbourhood Plan and Council considered the draft retail policy. It was resolved that the draft retail policy is approved.  
Cllr Wood, the Chairman of the steering group updated Council on progress of the waste site scheme stating that there was an issue over the apparent need to provide a Strategic Environment Assessment report for this scheme. This could set back the production of a draft Neighbourhood Plan.
- 1728 Editorial Board: The Board considered the current production of the Sompting Signpost, the Grant forms (item 14) and the Chairman announced the War Service at St Mary’s Church
- 1729 Update on changes to planning system: Cllr Wood, Planning committee Vice Chairman updated Council on the meeting held on 9<sup>th</sup> July with G Peck Planning Manager Adur District Council. Cllr Wood informed members of the committee’s concern over “permitted development” and how that could change the appearance of Sompting. ADC Cllr Boggis stated that Adur DC had made representations to the Government regarding “permitted development” amongst other planning issues and awaits the response.
- 1730 Parish Grant application forms: Council received the Criteria and the two grant forms from the Clerk. On discussion it was resolved that the documents are approved.

- 1731 Consultation on draft Fire and Recue Service proposals 2015-16: Members received the copy email from the Service that give a summary of the proposals stating more detail could be found at [www.westsussex.gov.uk/fire](http://www.westsussex.gov.uk/fire). Members considered the proposals outlined but considered that there was insufficient information to base a response. The Clerk was asked to contact the Service to seek an extension of time to allow more information to be gathered for the September meeting. If not then an emergency meeting is to be called by the Chairman of the Council to consider the Council's response.
- 1732 Payment for Cllr Servante: Council received the Clerk's report on the claim for payment by Cllr Servante for his security presence at the festival. On discussion it was resolved that Cllr Servante was not employed to act as the security and that Cllr Servante would receive a donation payment of £55.00 to cover his time as a one-off payment. Cllr Wood stated that in the future if any councillor wished to act on their own judgement for the benefit of the Council and required payment for that action, they must speak with the Chairman or Vice Chairman of the Council to get approval before taking that action. Cllr Thornton left at 8:45pm prior to the resolution.
- 1733 Flood Watch: WSCC Cllr Parsons presented information regarding this initiative by WSCC which was noted.
- 1734 Response by T Loughton MP to letter: The Chairman informed Council of the response from T Loughton MP to the letter sent to him re: Tweeter comments. Council were concerned with the response and that not only had the MP not removed the tweets as requested he had added a further derogatory tweet about the Council. Council resolved that the Chairman and the Clerk will write to the House of Commons Standards Board on the MP's actions and his response to the previous letter.
- 1735 Reports by the Clerk: Council received the verbal reports from the Clerk on the following:
1. Financing Parish Councils and media coverage – received and noted
  2. Rampion response to questions – received and noted for September meeting discussion
  3. Request from ADC's policy officers to discuss Council's response to the draft Local Plan – agreed that the Clerk and Cllr Bamber to meet with ADC.
- 1736 Report of District or County Councillors: WSCC Cllr Parsons spoke about a museum for Sompting and Lancing history; traffic survey in West Street and Western Road; confirmed no funding for improved bus service 7; road surfacing in Osbourne Drive; consultation on one-way traffic system at Sir Robert Woodard and the Nursery in Boundstone Lane. ADC Cllr Boggis stated that the District Council was still considering a

use of Sompting Recreation Ground for Car Boot Sales; invited councillors to view the work done at Crowshaw Recreation Ground. All above noted

- 1737 Report of representatives to other bodies: No meetings have been arranged. However, the next Big Local meeting will discuss any questions raised by councillors via Cllr Smith / Cllr Servante. The next PCSO meeting is on 30<sup>th</sup> September. Cllrs Smith and Wood to obtain alerts of Adur County Local Committee – Clerk to arrange
- 1738 Items for future discussion by Council, committees or Emergency Consultation Panel:  
Council to resolve where these items are to be discussed and the priority.  
None

Minutes of Full Council Meeting 11<sup>th</sup> June 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

- meeting started: 7:30pm* Action
- 1697 Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton, Tufnell, Lewis, Vincent and Scotting
- 1698 Apologies and reasons for absence: None
- 1699 Declarations of interest by councillors on any of the agenda items below: None
- 1700 Request for DPI Dispensations: None
- 1701 Minutes: The minutes of Annual Assembly and AGM both of 28<sup>th</sup> May 2014. The Annual Assembly meeting minutes were approved as a true record. The AGM minutes were not as the item on the letter to T Loughton MP was not minuted. The Clerk apologised and stated that Council will receive revised minutes at the next meeting.
- 1702 Public participation: Nothing raised
- 1703 Planning Committee: The unconfirmed minutes of 28<sup>th</sup> May and 11<sup>th</sup> June 2014 approved as a true record with the change made to 3<sup>rd</sup> item In 3 add “members”.  
Any matters arising: Councillors invited to attend 9<sup>th</sup> July meeting to hear G Peck, ADC Planning Manager explain changes in planning consultation on applications.
- 1704 Amenities and Environment Committee: The unconfirmed minutes of 4<sup>th</sup> June 2014 approved as a true record.  
Any matters arising: None



- 1705 Finance and General Purposes Committee: The meeting was cancelled to accommodate Annual Assembly and AGM
- 1706 Centre Committee: The unconfirmed minutes of 28<sup>th</sup> May 2014 approved as a true record subject to the following change to the item on access to rear of Centre – add “until the external lighting is installed”  
Any matters arising: None
- 1707 Neighbourhood Plan: The Clerk and Chairman of the steering group updated Council on the progress and Council considered the draft policies and proposals and resolved that there were no immediate changes to the documents and the Clerk to inform the consultants as such.
- 1708 Community site Halewick Lane: The Clerk and Chairman of the steering group updated Council on progress.
- 1709 Council 4 year Strategy: The Clerk presented his attached report. Cllr Smith questioned whether this was necessary as only two years before the election of councillors. On consideration, it was agreed that all councillors to meet on 16<sup>th</sup> July to derive a strategy.
- 1710 Editorial Board: It was resolved that Cllrs Scotting, Smith, Mear and Mrs Wood are to form the board that would meet prior to Full Council meetings.
- 1711 Digital Inclusion: Members considered the emails from Adur District Council. The Clerk informed Council of an email received prior to the meeting from ADC that stated the project had moved from the Centre to St Peter’s Hall. Council noted this change of venue.
- 1712 Traffic Management scheme West Street: The Clerk updated members on an email received from West Sussex County Council regarding the present position on this project. Council confirmed the previous statement on the “build-outs” in West Street and that feedback was still required from WSCC and the headteacher of the Village School before any further discussion on this topic continued. The Clerk to contact WSCC informing that authority of this position.
- 1713 Reports by the Clerk: Council received the verbal reports from the Clerk on the following:
4. Special expenses: The Clerk had contacted Adur District Council to arrange a meeting with officers and District councillors in July. The Parish Council is to be represented by Cllrs Smith and Servante and the Clerk.
  5. Respect to staff: Following two incidences, the Clerk reminded members of their Code of Conduct and that they should treat staff with respect.
  6. Committee agendas: The Clerk reminded committee Chairman

that the agendas need to go into the public domain at least 5 days in advance of the meeting. Due to this time requirement, agendas cannot be changed after they are made public and committee meetings, other than Emergency Panel meetings, cannot be called for as and when.

- 1714 Report of District or County Councillors: None
- 1715 Report of representatives to other bodies: No meetings have been arranged.
- 1716 Items for future discussion by Council, committees or Emergency Consultation Panel:  
Council to resolve where these items are to be discussed and the priority.  
Review of Standing Orders and Financial Regulations. Financial Regulations to be considered by Finance and General Purposes committee in July with both Standing Orders and the recommended Financial Regulations to be considered by Full Council in September.

Minutes of Annual General Meeting 28th May 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

- 1684 *meeting started: 7:30pm* Action
- 1685 Election of Chairman: Cllr Wood proposed Cllr Mear as Chairman, seconded by Cllr Thornton. No other nominations were received. Resolved: Cllr Mear elected as the Chairman of the Council for 2014/15.
- 1686 Election of Vice-Chairman: Cllr Mear proposed Cllr Wood as Vice-Chairman, seconded by Cllr Thornton. No other nominations were received. Resolved: Cllr Wood elected as Vice-Chairman of the Council for 2014/15
- 1687 Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton, Tufnell, Lewis, Vincent and Scotting
- 1688 Apologies and reasons for absence: None
- 1689 Declarations of interest by councillors on any of the agenda items below: None
- 1690 Request for DPI Dispensations: None
- 1691 To resolve on committees, dates and times for the ensuing year and

the terms of reference: The Clerk presented his report.  
Resolved: Council approved the report

- 1692 Election of Committee members to serve on the committees: The Clerk received the nominations of sitting members on each of the committees as follows:
- Finance and General Purposes: Cllrs Thornton, Bashford, Smith, Wood and Mear
- Amenities and Environment: Cllrs Vincent, Smith, Tufnell, Wood and Mear
- Planning: Cllrs Burns, Thornton, Servante, Wood and Mear
- Events: Cllrs Smith, Bamber, Lewis, Wood and Mear
- Centre: Cllrs Servante, Burns, Scotting, Wood and Mear
- Resolved: Council resolved approval to the above
- 1693 Election of representatives for each of the following bodies for the ensuing year :
- Adur County Local Committee: Cllr Smith with cover by Cllr Wood
- Sussex Association of Local Councils: Cllr Bamber
- Local Strategic Partnership: Cllr Servante
- Adur District Conservation Area Consultative Group: Cllr Thornton
- Halewick Lane Community Site: Cllrs Scotting and Burns
- Big Local: Cllrs Servante and Smith
- Neighbourhood Plan Steering Group: Cllrs Wood, Bashford and Mear
- Neighbourhood Plan Action Group: Cllrs Wood, Bashford and Mear
- Council requested a representative for the Sussex Police PCSO meetings. This was approved by Council and Cllr Servante was elected
- Resolved: Council resolved approval to the above representatives
- 1694 Minutes: The minutes of 14<sup>th</sup> May 2014 approved as a true record
- 1695 Public participation: Nothing raised

- 1696 Confidential item: This item was required by the Chairman as the content was not for public discussion  
Council received the draft letter to be sent to Tim Loughton MP regarding his statements made in twitter. Council made changes to the letter and agreed that the Clerk should send the letter to both the local office and the House of Commons by recorded delivery.

Minutes of Full Council held on 14<sup>th</sup> May 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

- meeting started 7:30 pm :* Action
- 1661 Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton and Tufnell
- 1662 Apologies and reasons for absence: None
- 1663 Declarations of interest by councillors on any of the agenda items below: None
- 1664 Request for DPI Dispensations: None
- 1665 Minutes: The minutes of 9th April 2014 approved as a true record subject to typing error "eport" to read "report" on min ref 1646
- 1666 Public participation: Mr A Jones asked if the bus service questionnaires had been delivered to the Compass Bus Services. The Clerk replied that the Council had to analyse before Compass would accept.
- 1667 Policing matters: None presented
- 1668 Planning Committee: The minutes of 16<sup>th</sup> and 30<sup>th</sup> April 2014 approved as a true record.
- 1669 Amenities and Environment Committee: The minutes 7<sup>th</sup> May 2014 approved as a true record .
- 1670 Finance and General Purposes Committee: Meeting cancelled
- 1671 Centre committee: The minutes of 16<sup>th</sup> April 2014 approved as a true record
- 1672 Events Committee: The minutes of 30<sup>th</sup> April 2014 approved as a true record
- 1673 Social Media Statements by T Loughton MP: Cllr Servante spoke to Council regarding comments made by the MP against the Council, some of which were untrue. Members agreed that the Clerk should write formally to the MP stating the Council's position on the

comments etc asking him to remove them from his social media, state an apology and state that he would not make further comments of a similar manner about the Council.

- 1674 Councillor's Basic Allowance: The Clerk stated that he had received a reply to his request for the Adur District Independent Remuneration Panel to sit to consider the basic allowance for Parish Councillors and that it was being considered by his staff. The Clerk confirmed that there may be a need for a Parish Remuneration Panel to be formed and although no payment will be made for attendance to the Panel, there may be a cost incurred by Council staff.
- 1675 Neighbourhood Plan: The Clerk updated Council on the "drop-in" sessions held on 23<sup>rd</sup> and 26<sup>th</sup> April concerning the draft policies, the scheme for the waste site at Halewick Lane and the conceptual development plans for Sompting. He reported that the event was well patronised with questionnaires being completed and submitted.
- 1676 Editorial Board: None presented
- 1677 Asset Register: Members received the 2013/4 asset register and approved its content.
- 1678 Council's Insurance: Members received the Clerk's recommendations and resolved that the Clerk was to continue with the current insurer's at the cost of £ 1514.08.
- 1677 Submission of grant application – Community Right to Build Order: The Clerk made the grant application to Homes and Communities Agency for £48,114.00 + vat with the authority of the Chairman of the Council. If successful, the feasibility of the project will commence. There was a requirement for some other funding beside the grant and that would have to come from the Council. A sum of £ 6,000.00 will need to come from reserves. The Clerk went through the application and stated that a copy of the application is available for members and public to view at the Parish Office. On consideration Council resolved the approval for the action taken by the Clerk and Chairman of the Council
- 1678 List of payments and bank balance: The Clerk presented the list for approval noting the additions arising from one extra invoice for the sum of £ 1710.00 inc vat; remittance payment for Council Insurance at £ 1514.08 (no vat) and the cost of delivering the recent Sompting Signpost at £ 240 (no vat). Council approved the payment list. The Clerk stated that the Council had received the precept of £ 82,693.00 and gave the bank balances at 30<sup>th</sup> April 2014 as Primary

Account £ 149,104.48; secondary account £ 14,438.34; current account as £ 11,440.05.

- 1679 West Sussex County Council planning consultation WSCC/029/14/S: Council considered the application and resolved that the Council had no comment.
- 1680 Reports by Clerk: The reports were noted
- 1681 Report of District or County Councillors: Reports noted.
- 1682 Report of representatives to other bodies: No meetings held
- 1683 Items for future discussion by Council, committees or Emergency Consultation Panel:  
None presented

Minutes of Full Council held on 9<sup>th</sup> April 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

| Minute | <i>meeting started 7:40 pm :</i>   | Action |
|--------|--|--------|
| 1640   | Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton, Tufnell  |        |
| 1641   | Apologies and reasons for absence: None  |        |
| 1642   | Declarations of interest by councillors on any of the agenda items below: None   |        |
| 1643   | Request for DPI Dispensations: None<br><br>Mel Shaw of Adur District Council spoke about the digital inclusion project and how the Parish Council would be involved. She stated that the project had a computer trainer who would hold two sessions weekly for a year. Members asked questions but were not fully satisfied with the response. It was agreed that the project would be discussed at the next Centre committee. |        |
| 1644   | Minutes: The minutes of 12 <sup>th</sup> March 2014 approved as a true record  |        |
| 1645   | Public participation: No matter was asked  |        |

- 1646 Policing matters: No report was presented
- 1647 Planning Committee: Previous meetings were cancelled
- 1648 Amenities and Environment Committee: The minutes of 2nd April 2014 approved as a true record
- 1649 Finance and General Purposes Committee: The minutes of 26<sup>th</sup> March 2014 approved as a true record
- 1650 Centre committee: The minutes of 26<sup>th</sup> March 2014 approved as a true record
- 1651 Events committee: The minutes of 26<sup>th</sup> March 2014 approved as a true record. The next Events committee meeting is to be on 30<sup>th</sup> April 2014 at the HJCentre.
- 1652 Extraordinary meeting: The minutes of 19<sup>th</sup> March 2014 approved as a true record
- 1653 End of year accounts: Full Council was presented with the documents for the end of year figures and the “draft” annual return. Clerk
- Members considered the documents and resolved:
1. To approve the figures presented for submission on the “green2” Annual Return.
  2. To approve the figures shown on the bank reconciliation
  3. For the Clerk to complete the necessary documents for submission to the internal auditor.
- 1654 Neighbourhood Plan: The Clerk updated Council on the current position by informing that there are two drop-in sessions on 23<sup>rd</sup> and 26<sup>th</sup> April at the Centre. All members to attend all or either session.
- 1655 Editorial Board: None presented
- 1656 Nomination for representative on West Sussex Association of Local Councils: This nomination is due to the resignation of Mr Butcher. The Clerk recommended that this item is conducted at the AGM which was agreed
- 1657 Reports by Clerk: The Clerk informed Council on  
 Bus Services in Sompting: The bus questionnaire will be delivered with the Sompting Signpost  
 Request for by-election: A request for a by-election has been lodged for the two wards.
- 1658 Report of District or County Councillors: WSCC Cllr Parsons updated Council on the bus service funding by WSCC.

|      |  |       |
|------|--|-------|
| 1659 | Report of representatives to other bodies: Cllr. Servante stated no meeting had been called on Local Strategic Partnership (better Place meeting)<br>Cllr Thornton/Smith reported that the Adur District Conservation Area Group met but had no reference to Sompting for feedback.  |       |
| 1660 | Items for future discussion by Council, committees or Emergency Consultation Panel:<br>1. NatWest bank closing in Lancing – next meeting<br>2. Rampion representative to be invited to attend next meeting<br>3. Cllr Mear confirmed First Aid course at Centre. He is to discuss with Centre Manager<br>4. Clerk reminded members of the meeting with Andy Edwards the new Parks Manager on 16 <sup>th</sup> April at 10am. | Clerk |

Minutes of Emergency Consultation Panel held on 19<sup>th</sup> March 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

| Minute |   | Action |
|--------|---|--------|
|        | Attendance: Cllrs, Bashford, Servante, Thornton, Mear , Smith, Bamber , Tufnell, Mrs Wood and Mrs Burns<br><br>Apologies and reasons for absence: None  |        |
| EM1/14 | Butcher and Buxton Resignation letter: Council received a verbal report by the Chairman on his responses to date regarding the content of the resignation letter. It was Resolved: That if any further response was required from the Parish Council it will dealt with by the Chairman and Vice Chairman only.   | Clerk  |
| EM2/14 | Community Right to Build Order: Council considered the recommendation made by the Neighbourhood Plan Steering Group at their meeting on 18 <sup>th</sup> March 2014 on using the Order to create a new use of the Halewick waste site. It was Resolved: That the Council approves the creation of the Order and the Clerk to inform the Planning Consultant of this resolution. | Clerk  |
| EM3/14 | Update on discussions with perspective developers of sites in Sompting. The Clerk and members of the steering group updated Council on the meeting held on 18 <sup>th</sup> March 2014, which was noted.  |        |



Minutes of Full Council held on 12<sup>th</sup> March 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

| Minute | <i>meeting started 7:30 pm :</i>  | Action |
|--------|---|--------|
| 1621   | Attendance: Cllrs Mear, Bashford, Servante, Mrs J Burns, Thornton, Tufnell. ADC Cllr Albury, WSCC Cllr Parsons  |        |
| 1622   | Apologies and reasons for absence: Cllrs Bamber (work) Mrs S Wood (family) Smith (absent) Buxton (resigned) Butcher (resigned)  |        |
| 1623   | Mr A Bailey, Chief Executive Adur-Worthing Councils, spoke about his background and his role since taking the position this year. He spoke about the partnership between Parish and the principal Councils and the community and asked members for any apparent issues concerning that partnership that he could resolve. The Chairman thanked Mr Bailey for coming and talking with the Council. |        |
| 1624   | Declarations of interest by councillors on any of the agenda items below: None  |        |
| 1625   | Request for DPI Dispensations: None   |        |
| 1626   | Minutes: The minutes of 12 <sup>th</sup> February 2014 approved as a true record  |        |
| 1627   | Public participation: Mr A Jones was present. Ms Lydia Schilbach the new Principal Community Officer, Lancing and Sompting, Coastal Team, Communities and Economic Development, West Sussex County Council introduced herself.  |        |
| 1628   | Policing matters: No police present   |        |
| 1629   | Planning Committee: The minutes of 19th February and 5th March 2014 were approved as a true record  |        |
| 1630   | Amenities and Environment Committee: The minutes of 5 <sup>th</sup> March 2014 were approved as a true record   |        |
| 1631   | Finance and General Purposes Committee: The minutes of 26th February 2014 were approved as a true record  |        |
| 1632   | Centre committee: The minutes of 26th February 2014 were  |        |

approved as a true record

- 1633 Neighbourhood Plan: The Clerk updated Council on the current position by informing that a meeting had occurred between West Sussex County Council, Southdowns National Park Authority, the Parish Council's planning consultants, Action In rural Sussex, Cllrs Servante and Bashford and ADC Cllr Simmons on the future use of the Halewick Lane waste site. Purpose was to discuss the uses and to tie those into the Neighbourhood Plan. It was agreed at the meeting WSCC would place a pre-planning application on their proposals to SDNP for their discussion and the results would be brought to the steering group. A later discussion with only our consultants generated the concept on "Community Right to Build Order" for creating a gateway to the National Park on the site.
- 1634 Editorial Board: The Board did not meet but the Clerk presented the next Sompting Signpost for members. The Clerk shall issue the document to the Board for approval.
- 1635 Removal of Mr Nick Pigott as Sompting Councillor: Council approved the action of the Clerk in informing Mr Pigott that due to his unauthorised absence from 6 consecutive council meetings he by his action, under the legislation of Local Government Act 1972, is no longer a councillor of the Parish Council. This disqualification commenced 13<sup>th</sup> February 2014. With the resignations by Butcher and Buxton the Clerk is to advertise three vacancies.
- 1636 Reports by the Clerk: The Clerk informed Council of:  
Toilets on the recPlanning committee  
SDNP The Local Plan will help make the Partnership Management Plan a reality by setting out policies which will balance landscape quality with the type and location of any future development that will take place in the National Park.  
Consultation on the Local Plan will take place in several stages between now and 2017, when the Plan will come into action. When adopted the National Park Local Plan will replace the planning policies of the individual districts developed prior to the National Park's designation and those joint plans created since in partnership between the SDNPA and neighbouring authorities.  
This is your first opportunity to get involved in this process, and we are inviting you to read and comment on the Local Plan Options Document, which essentially will shape the policies we will be putting into the National Park's Local Plan to guide our decision making on planning issues within the National Park.  
At the same time we are inviting you to comment on suggested levels of contribution that developers should pay in the form of Community Infrastructure Levy (CIL) to meet needs for new infrastructure caused by their developments. (For more explanation

of the CIL consultation refer to this posting)  
 Both the Local Plan Options and Preliminary Draft CIL Charging Schedule are available to read and comment on from today until 30 April 2014 both on our website and also as paper copies in your local library or district council office.

West Street Closure  
 Grafton Drive closure  
 Meadowview Road closure cancelled  
 Closure65448Titch HillSompting14/03/201418/03/2014

- 1637 Report of District or County Councillors: WSCC Cllr Parsons informed council of his meeting with Mr Candy of WSCC on highway matters. Cllr Mear spoke of Adur DC's budget
- 1638 Report of representatives to other bodies: None presented
- 1639 Items for future discussion by Council, committees or Emergency Consultation Panel:
  1. Election of cllr to be representative for SALC due to Butcher's resignation

Minutes 12<sup>th</sup> February 2014

| Minute | <i>meeting started 7:40 pm :</i>  | Action |
|--------|---|--------|
| 1597   | Attendance: Cllrs Mear, Bashford, Bamber, Servante, Mrs S Wood, Mrs J Burns, Thornton, Tufnell. ADC representative Cllrs Boggis, Parkin, Berresford, Simmons and Albury |        |
| 1598   | Apologies and reasons for absence: Cllrs Buxton. Pigott, Butcher, Smith all absent  |        |
| 1599   | Declarations of interest by councillors on any of the agenda items below: None  |        |
| 1600   | Request for DPI Dispensations: None   |        |
| 1601   | Minutes: The minutes of 8 <sup>th</sup> January 2014 approved as a true record subject to miss-spelling of "argument"   |        |
| 1602   | Public participation: Mr A Jones asked questions present about the bus service in North Sompting to the guest bus company's representatives                             |        |

- 1603 Policing matters: ADC Cllr Simmons spoke of the increase in the Sussex Police precept (1.9%) and how the working partnerships were performing.
- 1604 Bus Services in Sompting: The Chairman introduced Chris Chatfield (Compass Travel) and Colin Ashcroft (Stagecoach) to discuss with members the issues regarding the reduction of bus services in Sompting especially on Sundays and late evenings. Members also highlighted the lack of service in North Sompting. Following discussions, it was agreed that the Parish Council would place questionnaire in the March/April Sompting Signpost to ascertain where buses should go, frequency etc. This information is to be given to bus companies to assess how to provide a matching service provision or the best solution and at what price. Amenities and Environment committee is then to discuss results and resolve on action. Adur District Council stated that the Council would not help financing a service in accordance with their financing policies and this applied also for West Sussex County Council. The Chairman thanked Mr Chatfield and Ashcroft.
- 1605 The Chairman moved item 18 forward as visiting councillors had to attend another meeting.
- 1606 Report of District or County Councillors: ADC Cllr Boggis made the Council aware that Adur District Council is concerned over statements made on Facebook pages that reflected badly on both the principal and Parish Councils. WSCC Cllr Parsons informed members of his campaign on verge abuse, a bus stop in Valley Road with improvement to junction sight lines in North Sompting. ADC Cllr Simmons spoke of the increase in Play Streets in Adur, Health and wellbeing support to residents, Police / WSCC working partnership and the family development programme.
- 1607 The Chairman moved item 16 forward as within the above item, statements were made about the associated report and the potential response.
- 1608 Strategic Housing Land Availability Assessment (SHLAA): The Council received the Clerk's report on Adur District Council's SHLAA presented for consultation. Council discussed the report and Cllr Bamber's suggested response. The Council resolved
1. That the suggested response by Cllr Bamber be accepted and sent to Adur D C with the additions:-
  2. The West Sompting site should be in two parts i.e. north and south of West Street as each site had own and differing potential development constraints
  3. Due to the increased awareness of flooding across Southwest and Southern counties and the continual flooding from the Downs affecting both sites but in particular the southern site, there should be increased emphasis placed by the District Council on the document's constraints 2, 3a and 3b.

4. Although the document states that not all potential development would occur on brownfield sites, the Council requests that the District Council reassesses the use of brownfield sites instead of the Sompting greenfield sites as the fact that flooding of or from the two sites in Sompting means that these two sites are not suitable for potential development.
5. The site ADC/124/13 is in fact in Lancing.

- 1609 The Chairman reverted back to the agenda by presenting item 8
- 1610 Planning Committee: The minutes of 22<sup>nd</sup> January 2014 were approved as a true record
- 1611 Amenities and Environment Committee: The minutes of 5<sup>th</sup> February 2014 were approved as a true record
- 1612 Finance and General Purposes Committee: The minutes of 22<sup>nd</sup> January 2014 were approved as a true record
- 1613 Centre committee: The minutes of 22<sup>nd</sup> January 2014 were approved as a true record
- 1614 Neighbourhood Plan: The Clerk updated Council on the current position by informing that the Steering Group had considered draft policies for the Plan. The policies will return to the Steering Group for approval to recommend to Council for Council approval. The Clerk also informed he was organising a meeting with Henry Adams (WSCC adviser) about the Halewick site and the Steering Group.
- 1615 Events committee: No meeting held
- 1616 Editorial Board: The Council's budget statement was presented and with some amendments was approved.
- 1617 Councillor's Expenses: Council received the Clerk's report which confirmed that the recommendation made by Finance and General Purposes committee was invalid as the cost of the identified costs are included within the assessed basic allowance paid to councillors. The Clerk was requested to discuss the issue of obtaining the basic allowance figure from Adur District Council and the result to be presented to Finance and General Purposes committee.
- 1618 Reports by the Clerk: The Clerk informed Council of:
1. The received South Downs National Park "Partnership Management Plan" for reading.
  2. The Clerk has invited the Chief Executive of Adur and Worthing Councils to discuss how we can work together and where and how he sees Adur going in the future.
  3. Update on the repeal of S. 150 (5) of the Local Government Act regarding the signing of cheques.

- 1619 Report of representatives to other bodies: None presented
- 1620 Items for future discussion by Council, committees or Emergency Consultation Panel:  
1. The Clerk is to advise Council on the disqualification of Cllr Pigott.

Minutes of Full Council held on 8<sup>th</sup> January 2014  
at Harriet Johnson Centre, Loose Lane, Sompting

| Minute | <i>meeting started 7:40 pm :</i>  | Action |
|--------|---|--------|
| 1575   | Attendance: Cllrs Mear, Bashford, Bamber, Servante, Smith, Mrs S Wood, Mrs J Burns, Thornton  |        |
| 1576   | Apologies and reasons for absence: Cllrs Buxton. Pigott, Butcher, Tufnell, all absent   |        |
| 1577   | Declarations of interest by councillors on any of the agenda items below: None  |        |
| 1578   | Request for DPI Dispensations: None   |        |
| 1579   | Minutes: The minutes of 11 <sup>th</sup> December 2013 approved as a true record  |        |
| 1580   | Cllr D Bamber joined the meeting at 8:45pm and apologised for his lateness.   |        |
| 1581   | Public participation: Mr A Jones asked what the Council is doing about the buses. The Chairman referred him to item 19 as he will be discussing that matter then. |        |
| 1582   | Policing matters: Cllr Servante informed Council of the recent and future police/resident speed checks in Sompting.   |        |
| 1583   | Planning Committee: The minutes of 8 <sup>th</sup> January 2014 were approved as a true record  |        |
| 1584   | Amenities and Environment Committee: Meeting cancelled due to date.   |        |
| 1585   | Finance and General Purposes Committee: Meeting cancelled due to date.  |        |

- 1586 Centre committee: No meeting held in December.
- 1587 Neighbourhood Plan: The Clerk updated Council on the current position by informing that the Steering Group had considered draft policies for the Plan. The policies will return to the Steering Group for approval to recommend to Council in Feb for Council approval.
- 1588 Events committee: The Chairman of the committee inform Council that no fair will be at the Festival due to complaints of cost and provision. No football match will be held and the Sompting public houses will be asked to run the beer tent. The next Events committee meeting is to be on 31 Jan 2014 at the HJCentre.
- 1589 Press and Media Protocol: Council discussed the Clerk's report and subject to the approved words below being included, resolved the protocol to be inserted in Standing Orders.  
"If material appearing to be detrimental to the Council is found on social media, the finder is to print the wording and give to the Clerk. The Clerk will submit the copy to the Editorial Board for consideration and if proven to be detrimental, a recommendation is to be placed on Council agenda for response."
- 1590 Editorial Board: None presented
- 1591 Sompting Special Expenses: Cllr Smith introduce this item as there was concern over the level of the Special Expenses levy placed on Sompting Residents. Members considered the Clerk's report with its recommendation. Following discussion, Council resolved that:
1. Cllrs Smith, Mears and Servante are the working group
  2. The Clerk on receiving the further information from Adur District Council, is to convene the working group to discuss the information, and
  3. The working group is to discuss with Adur District Council any issues arising.
- 1592 Cllr Smith left the meeting at 8.55 pm following an augment
- 1593 Reports by the Clerk: The Clerk informed Council of:
1. The Clerk requested that members consider what was needed in Sompting that section 106 funding could be used. This is to be discussed at next full council so that a strategy can be formed. This is to be linked with the Neighbourhood Plan. Members requested that the Clerk write to Adur DC requesting status on the skateboard ramp at Hamble Recreation Ground.
  2. Following request by Clerk to know if the Council was to do anything to commemorate WW1, the Clerk is to follow up with the Vicar of St Mary's.
  3. The Clerk reported that the use of personal internet provision by members needs to be addressed in terms of management and

payment. Agreed to discuss at F & GP.

- 1594 Report of District or County Councillors: None presented
- 1595 Report of representatives to other bodies: None presented
- 1596 Items for future discussion by Council, committees or Emergency Consultation Panel:
  - 1. Problems with buses to be considered by A&E in Feb