

Minutes of Full Council Meeting 14th December 2016
at Harriet Johnson Centre, Loose Lane, Sompting

- 2284 Attendance: Cllrs Mear, Bashford, Mansfield, Godley, Jones, Smith, D Lewis, Thornton, Davies, F Lewis
- 2285 Apologies and reasons for absence: Cllr Nicklen (absence to be approved),
- 2286 Absent: None
- 2287 Declarations of interest by councillors on any of the agenda items below: Cllrs Godley and Davies on item 4 – Co Option of Councillor
- 2288 Request for DPI Dispensations: None
- 2289 Co-Option of councillor: M/s Caroline Montague was co-opted as a councillor for Cokeham South.
- 2290 Full Council Minutes: The minutes of 9th November 2016 approved as a true record.
- 2291 Public participation: No public present
- 2292 Policing matters: Cllr Godley spoke about her concern over the approach being taken by the police in reporting incidents occurring in Sompting, referring to the recent armed robberies. Cllr Godley continued stating that the Police have a Policing Plan that indicates their approach to policing and she considered that this should be available for Full Council. From discussion, it was agreed that the Clerk is to obtain the Plan and present at a Full Council meeting.
- 2293 Report of District or County Councillors: No reports were presented
- 2294 Reports by the Clerk: No reports were presented
- 2295 Planning Committee: The confirmed minutes of 26th October and 9th November 2016 were noted.
- 2296 Amenities and Environment Committee: meeting cancelled
- 2297 Finance and General Purposes Committee: The confirmed minutes of 26th October 2016 were noted
- 2298 Centre Committee: The confirmed minutes of 26th October 2016 were noted
- 2299 Sompting Festival 2017: Cllr Godley updated members and informed that Bacon and Co are sponsoring the tribute band. The next update shall be Feb 2017
- 2300 Christmas festival: Cllr Godley presented update on the Christmas Festival. Members RESOLVED approval in ratification as payment is required prior to the event.
1. the initial payment to Dave Hunt for the provision of children's rides for a sum of £ 450.00.
 2. Payment to Cllr Godley for purchases at £ 206.30 and £ 46.00.
- 2301 Report by Cllr Godley on West Street: Cllr Godley updated members on the progress to date. The new date for the open meeting is to be 12th January 2017. Concern was placed on the stance made by WSCC Cllr Parsons on the temporary closure of Church Road. Clerk to invite Cllr Parsons to next meeting of Full Council (with item on agenda) to explain his reasons.
- 2302

7A bus service: Cllr Jones presented his report with usage figures explaining that following his meeting with Compass Travel (the bus operator) that it had been stated that the operator wants to maintain the existing route. However, the operator stated that should the Council decide to change the frequency of the service, this could be run subject to the financial standing for the service. The operator would require a two month Notice to alter. Cllr Jones proposed the following:

That the Council continues with the current route and timing but to have the two month notice to change included in new service.

Following discussion, it was resolved to approve Cllr Jones's proposal

2303

Report by Leighton Clay: Mr Clay presented his report on possible partnership conservation work and events which was received with enthusiasm.

2304

Cllr Mansfield left the meeting

2305

HR Sub-committee: Members elected the following members onto the sub-committee – Cllrs Mear, Bashford, Godley, Smith and Jones. The Clerk will arrange for the first meeting to occur in the new year.

2306

Cllr D Lewis left the meeting

2307

Council 2017/18 budget and recommended precept to be levied: Members received the RFO's report and RESOLVED

The Council's precept for 2017/18 is £ 82,700.

2308

The Clerk is to notify Adur District Council of the precept.

Disposal of assets: Members considered the list within the report and approved the Clerk's recommendations on the items but RESOLVED

That the Clerk is to dispose of the items listed instead of testing the market due to the expected returns to be received and to sell the last two items as recommended.

2309

Report of representatives to other bodies: To receive reports from

Adur County Local Committee Cllr Jones – already reported

Sussex Association of Local Councils Cllr Nicklen – not present to report

Local Strategic Partnership Cllr Thornton – no meeting

Adur District Conservation Area Consultative Group Cllr Jones – no meeting

Sompting Big Local Cllr Jones – Reported on the grant bids. Cllr Godley (on behalf on Cllr Mansfield) stated that Cllr Mansfield is now on the group. The Clerk questioned the status of Cllr Mansfield position – to be given at a future Full Council meeting.

Police Authority meetings Cllr Bashford – no meeting

A27 working group Cllr Nicklen – not present to report

Items for future discussion by Council, committees or Emergency Consultation Panel:
Police Plan presented at a Full Council meeting.

at Harriet Johnson Centre, Loose Lane, Sompting

- 2262 Attendance: Cllrs Mear, Bashford, Nicklen, Mansfield, Godley, Jones, Smith, D Lewis.
ADC Cllr Boggis
- 2263 Apologies and reasons for absence: Cllr Thornton (absence approved), WSCC Cllr
Parsons
- 2264 Absent: Cllr F Lewis
- 2265 Declarations of interest by councillors on any of the agenda items below: None
- 2266 Request for DPI Dispensations: None
- 2267 Co-Option of councillor: Mr Martyn Davies was co-opted as a councillor for Peverel
North.
- 2268 Full Council Minutes: The minutes of 12th October 2016 approved as a true record.
- 2269 Public participation: No public present
- 2270 Policing matters: Members requested the Police send either report for or attend future
meetings.
- 2271 Report of District or County Councillors: Cllr Mear informed members of the recent
increases in attendance payments for District Councillors and of the situation of the Public
Licence for Avon Court. Cllr Boggis informed members that the District Council has
submitted its Local Plan for examination.
- 2272
- 2273 Reports by the Clerk: Members received the following reports, either through councillors
or the Clerk.
1. The Clerk informed members that the best garden and community awards will be
presented at the next full council at 6:30pm.
 2. Cllr Godley(on behalf of the Clerk) informed members that the resident
questionnaire will be issued Jan/Feb next year and that subject to members' agreement
the council will seek consultant's to analyse the results. This was agreed subject to
report on costs etc for resolution.
- 2274 Cllr Nicklen attended at 7.57pm
- 2275 Planning Committee: The confirmed minutes of 28th September and 12th October 2016
were noted
- 2276 Amenities and Environment Committee: The confirmed minutes of 5th October 2016
were noted
- 2277 Finance and General Purposes Committee: The confirmed minutes of 28th September
2016 were noted
- 2278 Centre Committee: The confirmed minutes of 28th September 2016 were noted
- 2279 Sompting Festival 2017: Cllr Godley updated Council on progress of working group.
Members received current expenditure and sponsorship figures. Cllr Godley also gave
figures for the Christmas Festival 2016. Chairman of Council to write to Sompting Big
Local to thank the organisation for tree.

- 2280 Report by Cllr Godley on West Street: Members received report on the progress of the West Street traffic issues.
- 2281 7A bus service: Cllr Jones updated members on progress informing that he is to meet with Compass Travel and will report back to the next meeting.
- 2282 HR Sub-committee: Members received the Clerk's report on the Terms of Reference and membership. Although the terms of reference were agreed it was agreed that the membership would be confirmed at December meeting.
- 2283 Substitute members: Members received the Clerk's report on the conditions for substitution. The Clerk informed that following further investigation it would be unlawful to appoint substitute members and the council was asked to agree members to act as the substitution members. It was agreed that Cllr Godley for Amenities and Environment; Cllr Mansfield for Finance and Cllr Davies for Planning.
- 2284 Report of representatives to other bodies: To receive reports from
Adur County Local Committee Cllr Jones – no meeting
Sussex Association of Local Councils Cllr Nicklen – attended AGM
Local Strategic Partnership Cllr Thornton – not present to report
Adur District Conservation Area Consultative Group Cllr Jones – no meeting
Sompting Big Local Cllr Jones – did not attend
Police Authority meetings Cllr Bashford – no meeting
A27 working group Cllr Nicklen – members updated.

Meeting ended

Items for future discussion by Council, committees or Emergency Consultation Panel: No items

Minutes of Full Council Meeting 12th October 2016
at Harriet Johnson Centre, Loose Lane, Sompting

- 2238 Attendance: Cllrs Mear, Bashford, Nicklen, F. Lewis, Mansfield, Godley, Jones Smith, D Lewis
- 2239 Apologies and reasons for absence: Cllr Thornton (absence approved)
2240 Absent: Cllr Clark (tended resignation)
- 2241 Declarations of interest by councillors on any of the agenda items below: None
- 2242 Request for DPI Dispensations: None
2243 Full Council Minutes: The minutes of 14th September 2016 approved as a true record.
- 2244 Public participation: No public present
- 2245 Policing matters: Members received the crime statistics from the Sussex Police web site and these were noted. Cllr F Lewis asked the Chairman the reason why the Council was viewing this information. Cllr Godley replied that if the Council was concerned over increase of crime in certain areas of Sompting then the police will be requested to patrol those areas more often. It was agreed that a spreadsheet giving accumulated figures would be used and be reported on quarterly.
- 2246 Report of District or County Councillors: Cllr Mear informed members of the recent increases in attendance payments for District Councillors.
- 2247 Reports by the Clerk: Members received the following reports, either through councillors or the Clerk.
1. West Street traffic issue meeting. Cllr Godley informed members of the recent meeting held with WSCC officer M Thomas, ADC Cllr Barton, The Clerk, Parish Councillor Jones and herself attending. The meeting, following discussion of the issues, finished with agreement that residents in the immediate area will be consulted on a temporary road closure of Church Lane at its junction with A27 and dependant on the outcome of the consultation, the closure may be put into place.
 2. Tree and bulb planting: This item was requested by Amenities and Environment committee and was presented by Cllr Mear. Members were requested to identify areas in Sompting where trees and bulbs could be planted and inform the Clerk.
 3. Mr L Clay's employment as Caretaker and Groundsman. The Clerk informed members that a contract of employment was offered and been accepted by Mr Clay as caretaker and groundsman for the Council.
 4. The Clerk reminded members of the meeting to discuss resident questionnaire and Council's Business Plan – 19th October 7pm
 5. Best Gardens and community award: Members chose the winners of the best garden and the winner of the community awards.
 6. Members were informed that the date of Signpost entries from them had been

extended to Thursday week. This will be the final date.

7. The Clerk issued “the role of the Clerk and Proper Officer” for members’ information.

8. The Clerk, following the presentation by Cllr Godley on the Christmas Festival, reminded members that risk assessments and all necessary insurances and hygiene certificates were required before the event. He informed members that the budget allocated for the Festival was close to be being spent. He suggested that the unspent funds arising from the Sompting Festival be vired to increase the Christmas budget. It was resolved that £1,000.00 be vired. Members agreed that a 12 foot tree be requested from Sompting Big Local.

- 2248 Planning Committee: The confirmed minutes of 31st August 2016 were noted
- 2249 Amenities and Environment Committee: The confirmed minutes of 7th September 2016 were noted
- 2250 Finance and General Purposes Committee: The confirmed minutes of 27th September 2016 were noted
- 2251 Centre Committee: The confirmed minutes of 20th July 2016 were noted
- 2252 Sompting Festival 2017: Cllr Godley updated Council on progress of working group. Cllr Mear is to write to P Shayler stating that he is not required to attend the Festival in 2017. Next meeting 26th October 2016.
- 2253 Receiving minutes of committees: Cllr Bashford presented his proposal on having unconfirmed minutes presented to Full Council instead of the confirmed minutes. Members discussed the proposal and agreed that as long as there was the opportunity to ask the committee for clarification or expansion on items that the current method stands.
- 2254 Substitute members: Members discussed the Clerk’s proposal for substitute members to attend committees and full council. It was agreed that this should occur and requested the Clerk to draw up conditions of substitution for resolution and insertion in the Standing Orders for Council in November 2016.
- 2255 HR Sub-committee: The Clerk presented his proposal for the Council to have a HR Sub-committee. Currently this is encompassed within the Finance and General Purposes committee terms of reference. Members discussed the proposal and agreed that this should occur and requested the Clerk to draw up Terms of Reference and membership, in-line with his original proposal which he read out, for resolution and insertion in the Standing Orders for Council in November 2016.
- 2256 Resignation of Cllr Clark: The Chairman informed members that the Council had received Cllr Clark’s resignation from 12th October 2016. Due to the resignation, Cllr Jones was elected to represent the Council on the Adur County Local Committee.
- 2257 Member for Amenities and Environment Committee: Due to the resignation of J Perry, Council needed to elect a member to be on the Amenities and Environment Committee. Cllr Smith was duly elected.
- 2258 External Audit report: Members received the external auditor’s report on the Council’s annual return and as no action was required for the Council was accepted.

- 2259 7A bus Service: Cllr Jones informed Council of his progress on the review of the service. He informed members that the Council had a choice of either Section 19 or 21 under the Transport Act to start the service. Although not required for both sections the question of disabled transport facilities was discussed and it was agreed that those facilities should be present. The question of managing the collection of fares and the use of the free transport pass was deferred for a further meeting of Amenities and Environment committee.
- 2260 Report of representatives to other bodies:
 Adur County Local Committee Cllr Clark – not present to report
 Local Strategic Partnership Cllr Thornton – no meeting
 Adur District Conservation Area Consultative Group Cllr Jones – no meeting- Clerk to ensure Cllr Jones is on list of attendees
 Sompting Big Local Cllr Jones – no meeting
 Neighbourhood Plan Deliverance Group Cllrs Mansfield and Jones – no meeting
 Police Authority meetings Cllr Bashford – no meeting
 A27 working group Cllr Nicklen – attended meeting where various proposals for improvements to A27 were discussed. Appears that only junction improvements were being followed by consultants of Highway England.
 Sussex Association of Local Councils – no meeting
- Meeting ended
- 2261 Items for future discussion by Council, committees or Emergency Consultation Panel: No items

Minutes of Full Council Meeting 14th September 2016
 at Harriet Johnson Centre, Loose Lane, Sompting

- 2218 Attendance: Cllrs Mear, Bashford, Nicklen, Mansfield, Godley, Smith, Thornton Also ADC Barton and Boggis
- 2219 Apologies and reasons for absence: Cllrs Jones (holiday), Lewis (another meeting), Perry (resigned) absences approved
 WSCC Cllr Parsons
- 2220 Absent: Cllrs Clark (no reason)
- 2221 Declarations of interest by councillors on any of the agenda items below:
 None
- 2222 Request for DPI Dispensations: None
- 2223 Co-option of councillor: Members considered the application made by Mr Fred Lewis and resolved that Mr F Lewis is co-opted.
- 2224 Full Council Minutes: The minutes of 13th July 2016 approved as a true record.
- 2225 Public participation: Public present but no participation
- 2226 Policing matters: No report was given by police. Cllr Godley reported that JAG does not now exist. Clerk agreed to get statistics from the police web site and present to further meetings.
- 2227 Report of District or County Councillors: ADC Cllr Barton updated

members on his activities and Cllr Boggis informed members that Adur DC sending out survey re benefits.

- 2228 Planning Committee: The confirmed minutes of 6th July, 20th July, 17th August 2016. 3rd August meeting cancelled. All were noted
- 2229 Amenities and Environment Committee: The confirmed minutes of 6th July 2016 were noted
- 2230 Finance and General Purposes Committee: The confirmed minutes of 22nd June 2016 were noted
- 2231 Centre Committee: The confirmed minutes of 22nd June 2016 were noted
- 2232 Sompting Festival 2017: Cllr Godley updated Council on progress of working group. Items were discussed with the result that further investigation was required on some.
- 2233 7A bus Service: The Clerk informed Council through Cllr Jones's report. Members suggested times should tie in with church services and when Sainsbury's operated. Cllr Nicklen is to discuss with Cllr Jones the route.
- 2234 Council budget bid: Members considered the two budget items for Council and resolved that the Chairman's allowance and charity should be £100.00 each for 2017/18 and 18/19. These are recommended as the Council's bid to Finance and General Purposes committee.
- 2235 Report on meeting between Big Local and Parish Council: Due to the absence of the Chairman this meeting did not occur.
- 2236 Reports by the Clerk: The Clerk presented
1. Although the Clerk reminded members of the meeting on 21st September, it was agreed to postpone until October 19th.
 2. Members were reminded of the Council policies
 3. Members invited to produce items for the Sompting Signpost.
 4. The Clerk informed J Perry's resignation. Will report formally at next meeting.
 5. Members informed of the External Audit's report. Will report formally at next meeting.
- 2237 Report of representatives to other bodies:
Adur County Local Committee Cllr Clark – not present to report
Local Strategic Partnership Cllr Thornton – no meeting
Adur District Conservation Area Consultative Group Cllr Jones – not present to report
Sompting Big Local Cllr Jones – not present to report
Neighbourhood Plan Deliverance Group Cllrs Mansfield and Jones – no meeting
Police Authority meetings Cllr Bashford – no meeting
A27 working group Cllr Nicklen – meeting on 14th September
Sussex Association of Local Councils – no meeting

Meeting ended

Items for future discussion by Council, committees or Emergency Consultation Panel: No items

Minutes of Full Council Meeting 13th July 2016
at Harriet Johnson Centre, Loose Lane, Sompting

- 2199 Attendance: Cllrs Mear, Jones, Bashford, Lewis, Nicklen, Mansfield, Godley, Smith, Perry. Also ADC Barton and WSCC Parsons
- 2200 Apologies and reasons for absence: None
- 2201 Absent: Cllr Clark and Thornton
- 2202 Declarations of interest by councillors on any of the agenda items below:
None
- 2203 Request for DPI Dispensations: None
- 2204 Full Council Minutes: The minutes of 8th June 2016 approved as a true record.
- 2205 Planning application AWDM/1883/15 Sir Robert Woodard Academy 44 Upper Boundstone Lane Sompting West Sussex
Construction of floodlit artificial Multi-Games pitch with sprint track and long jump pit and associated landscaping.
Amended Plans received removing proposed circular car park and increasing height of floodlights to 15m in order to reduce light spillage and to avoid glare onto A27; plus submission of revised transport statement and lighting impact assessment.
- Members considered the amendments and referred to the Clerk's report.
On discussion it was
Resolved that as the amendments did not alter the reasons for the previous objections given by the Council on the original application the Clerk is to inform Adur D C that the original objections still stand
- 2206 Public participation: Public from the area adjacent to the Sir Robert WA spoke about their concerns relating to the above planning application. The condition of the grass verges in Sompting was highlighted. WSCC Cllr Parsons agreed to take this matter to West Sussex County Council's highway team.
- 2207 Policing matters: The Clerk distributed a copy of Sussex Police press release on the "New PCSO role introduced to proactively problem solve and tackle local issues". Members discussed the probable lack of immediate response by the police by this new role but agreed to monitor the position. It was requested that the monitoring should be supported by given statistics are to resolve on any response required. Cllr Godley spoke about the Joint Action Group (JAG) which monitors crime and reports to the police. It was suggested that the Council may wish to link with JAG. The Clerk requested further information regarding this group before the Council decides to link and Cllr Godley is to let the Clerk have that information.
- Clerk to request stats
- Cllr Godley to send details of JAG to Clerk

- 2208 Report of District or County Councillors: WSCC Cllr Parsons spoke on the household refuse sites consultation. No District Cllr reports
- 2209 Planning Committee: The minutes of 22nd June 2016 were approved as a true record
- 2210 7A bus Service: Cllr Jones presented the report given to the Amenities and Environment committee and the resolved recommendations. Cllrs Jones and Nicklen are to continue with the investigation of a different provision. The recommendations from A&E were approved.
- 2211 Sompting Festival 2017: It was agreed that next year's festival shall be the same weekend as this year. Cllr Godley suggested that to move the Festival 2017 along, a working group of councillors and residents should be formed. This suggestion was agreed with Cllrs Mansfield (Chairman), Godley (Vice Chair), Bashford and Perry being members. The group of Councillors are to meet in August with progress report presented in September's Full Council.
- 2212 Amenities and Environment committee Chairman: The Chairman had no immediate issues to raise. Planters were discussed. Cllr Mansfield is to continue with the work on the Memorial Garden with the Clerk meeting with Ferring Nurseries on Tuesday.
Resolved: That the Clerk obtains a cost from Ferring Nurseries and if below the budget of £2,500 to get the work started but taking into account the cost of the Memorial Garden. Cllr Mansfield is to continue with the Memorial Garden and inform Clerk of estimated cost.
- 2213 Sompting Parish Council's Business Plan 2016-2021 (5 year): Members received the Clerk's report on forming the council's business plan and following a presentation by Cllr Godley,
Resolved:
 1. The Clerk's report be noted
 2. Council to meet on 21st September at HJCentre at 7pm to derive a resident's questionnaire(s) using those survey results obtained via the Neighbourhood Plan and Big Local.
 3. To achieve quick wins
- 2214 Communication committee: It was agreed that this committee was redundant and its delegated budget should be re-allocated.
Resolved:
The Communication committee is disbanded and the Clerk is to recommend the re-allocation of its budgets for approval to Finance and General purposes committee.
- 2215 Reports by the Clerk: The Clerk presented
 1. His request for those outstanding Register of Interest
 2. Mike Tristram's request on the residents group newly formed on the A27
 3. Landscaping information web site link
 4. Fire Service consultation
 5. Members attendance at the Councillor's training
 6. Adur D C and enforcement rules for anti-social behaviour relating to dogs in open spaces
- 2216 Report of representatives to other bodies: No reports received from Adur County Local Committee Cllr Clark – not present to report

Local Strategic Partnership Cllr Thornton – not present to report
Adur District Conservation Area Consultative Group Cllr Jones – not meeting to report
Sompting Big Local Cllr Jones – Undertaking a new 2 year plan to present to Lottery; tendering for new trust organisation
Neighbourhood Plan Deliverance Group Cllrs Mansfield and Jones – no meeting
Police Authority meetings Cllr Bashford – no meeting
A27 working group Cllr Nicklen – met on Tuesday to consider the schemes presented by the Highway England’s consultant.
Sussex Association of Local Councils – no meeting

2217 Items for future discussion by Council, committees or Emergency Consultation Panel: No items

Minutes of Full Council Meeting 8th June 2016
at Harriet Johnson Centre, Loose Lane, Sompting

- 2174 Attendance: Cllrs Mear, Jones, Bashford, Lewis, Thornton, Mansfield, Clark. Also ADC Barton
- 2175 Apologies and reasons for absence: None
- 2176 Declarations of interest by councillors on any of the agenda items below: None
- 2177 Request for DPI Dispensations: None
- 2178 Policing matters: None presented
- 2179 Co-Option of Councillors: The Clerk informed members that he had received three applications. These were Anne Godley, Jed Smith and Jack Perry. Members considered the applications and Resolved that all three above to be co-opted as councillors of Sompting Parish Council.
- 2180 Co-Opted councillors to make declaration: Each of the above made their declarations in front of the Proper Officer.
- 2181 Welcome to the new councillors by Chairman of the Council: The Chair welcomed the new councillors.
- 2182 Report of District or County Councillors: ADC Cllr Barton informed members the committees and working groups on which he has been appointed.
- 2183 Full Council Minutes: The minutes of AGM 11th May 2016 approved as a true record.

- Matters Arising: None
- 2184 Public participation: None present
- 2185 Election of Committee members to serve on the committees: Cllr Anne Godley was elected to be a member of the Planning and Centre committees. Cllr A Jones resigned from Amenities and Environment committee. Cllr Jack Perry was elected as a member of Amenities and Environment committee.
- 2186 **Planning Committee:** The minutes of 25th May and 1st June 2016 approve as a true record. 8th June meeting minutes presented verbally and approved as a true record
Matters Arising: None
- 2187 **Amenities and Environment Committee:** The minutes of 1st June 2016 approved as a true record.
Matters Arising: None
- 2188 **Finance and General Purposes Committee:** The minutes of 25th May 2016 approved as a true record.
Matters Arising: None
- 2189 **Centre committee:** Noted as cancelled
Matters Arising: None
- 2190 **Communications Committee:** Noted as not sat
- 2191 **Internal Audit Report:** Members received the report and Resolved that no action to be taken as stated in report
- 2192 **7A bus Service:** Cllr Jones explained the service provision and updated members on current position on seeking alternatives. Resolved that this item be discussed further at Amenities and Environment committee and recommendations made to full council.
- 2193 **Sompting Festival 2016:** Cllr Mear spoke about the Festival and of the work to be done. Cllr Mear is to derive rota for councillor attendance as soon as possible.
- 2194 Cllr Thornton left 8:40
- 2195 **Sompting Planters:** Still no confirmation that the Parish Council has taken back the planters between Millfield and Busticle Lane. Agreed that the work of clearing and planting of all planters under management of the Parish Council are to be done by contractor and or councillors after two weeks.
Resolved to fund the contractor and planting through reserves at a level of
£ 2,000.00

- 2196 Reports by the Clerk: The Clerk reminded members of the training next evening at Lancing Parish Hall. No apologies were received for none attendance.
- 2197 Report of representatives to other bodies: No reports received from
Adur County Local Committee Cllr Clark
Local Strategic Partnership Cllr Thornton
Adur District Conservation Area Consultative Group Cllr Jones
Sompting Big Local Cllr Jones
Neighbourhood Plan Deliverance Group Cllrs Mansfield and Jones
Police Authority meetings Cllr Bashford
A27 working group Cllr Nicklen
- Sussex Association of Local Councils Cllr Nicklen reported he had been elected as the Adur director of WSALC.
- 2198 Items for future discussion by Council, committees or Emergency Consultation Panel: No items

Minutes of Annual General Meeting 11th May 2016
at Harriet Johnson Centre, Loose Lane, Sompting

Attendance: Cllrs Mear, Jones, Bashford, Lewis, Thornton, Nicklen.
Also ADC Cllr Barton Parsons

- 2149 Apologies and reasons for absence: Cllr Clark (attending another meeting)
- 2150 Election of Chairman: Councillor Mear elected
- 2151 Declaration of Acceptance of Office by Chairman: Cllr Mear made his declaration
- 2152 Election of Vice Chairman: Councillor Bashford elected
- 2153 Elected Councillors to make declarations: All councillors made their declaration. Cllr Clarke made his declaration prior to the meeting with the Clerk.
- 2154 Co-Option of Councillors: The Clerk informed members that he had received two applications for co-option to the Council, m/s P Cowley and Mr Paul Mansfield. Mr Mansfield on presenting the reasons to be a councillor was approved as a co-opted councillor. M/s Cowley was otherwise engaged and could not attend. Members agreed that this applicant will make her presentation at next Full Council in June.
- 2155 Co-Opted councillors to make declaration: Mr P Mansfield made his

declaration as a co-opted councillor.

2156 Welcome to the new councillors by Chairman of the Council: The Chairman of the Council welcomed the new councillors and ADC Cllr Barton

2157 To resolve on committees, dates and times for the ensuing year and the terms of reference. The Clerk's report was presented. The Clerk informed members that the Communications committee was not listed for consideration as the Terms of Reference and dates and times needed review. This committee will be considered at the next Full Council meeting in June.

Members resolved:

1. The committees, dates and times for those committees listed in the Clerk's report were approved
2. Council approved the Terms of Reference for those committees and Full Council as listed in the Clerk's report.

Members agreed to consider a revised committee structure to be presented by the Clerk in September following review to be undertaken by the Chair of each committee and the Clerk in August.

2158 Election of committee members: Following the Clerk's report, the Chair requested nominations of members to be elected.

It was resolved:

The following councillors are elected on the committees listed below

Finance and General Purposes: Nicklen, Lewis, Thornton, Mear and Bashford

Planning: Jones, Thornton Mear, Bashford. Vacancy remained as Cllr Clark was absent at this agenda item and that m/s Cowley may be co-opted in June

Amenities and Environment: Jones, Thornton, Mansfield, Mear, Bashford.

Centre: Jones, Thornton, Mear, Bashford. Vacancy remained as Cllr Clark was absent at this agenda item and that m/s Cowley may be co-opted in June

It was agreed that as each committee was quorum IF ALL MEMBERS ATTEND that the election of the vacancy will be undertaken at the next Full Council in June.

2159 Election of representatives for each of the following bodies for the ensuing year : The Clerk requested members to add to the list A27 working group and elected one member. This was agreed. The Chair requested nominations of members to be elected. The Clerk informed members that following discussions with Cllr Clark, Cllr

Clark wished to be nominated for the Adur County Local Committee. He is already on the Committee as a West Sussex County Councillor. Members agreed with the nomination presented by the Clerk on Cllr Clark's behalf. Cllr Nicklen suggested that the representative for the Conservation Area Consultative Group should be a member of the Council's Planning committee. Members agreed with this suggestion.

It was resolved:

The following councillors are elected as representatives on the following

Adur County Local Committee Cllr Clark
Sussex Association of Local Councils Cllr Nicklen
Local Strategic Partnership Cllr Thornton
Adur District Conservation Area Consultative Group Cllr Jones
Sompting Big Local Cllr Jones
Neighbourhood Plan Deliverance Group Cllrs Mansfield and Jones
Police Authority meetings Cllr Bashford
A27 working group Cllr Nicklen

- 2160 Minutes. The Minutes of the 13th April 2016 Full Council meeting approved.
Any matters arising. None
- 2161 Public participation: There were several attending. Mrs Shaw asked about the IT Suite and the Chair replied that that matter would be reported on during the Clerk's reports. No other matters raised.
- 2162 Report of District or County Councillors: As no meetings had been conducted leading up to the elections there were no reports. Cllr Boggis introduced Cllr Barton as the elected District Councillor for Peverel Ward. Cllr Mear was elected for Cokeham Ward
- 2163 Planning Committee: The unconfirmed minutes of 27th April 2016 approved. Any matters arising. None. Members noted 4th May 2016 meeting cancelled.
- 2164 Amenities and Environment Committee: Members noted 4th May 2016 meeting was cancelled
- 2165 Finance and General Purposes Committee: Members noted 27th April 2016 meeting was cancelled and that all matters were raised at Full Council (13th April 2016)
- 2166 Centre Committee: Members noted 27th April 2016 meeting was cancelled
- 2167 Communications committee: Members noted that there was no meeting

- 2168 Power of Competence: The Clerk informed members that due to the number of elected councillors on the Council it is now not in a position to resolve on the continuation of the Power of Competence at this meeting. However, should during the term of this Council the number of councillors ELECTED be equal or greater than eight, the Council may if it wishes resolve to have the Power of Competence. The current position means that until the above change occurs, the Council can only use its powers under legislation and all donations, grants have to be under the Section 137 and controlled not to exceed the amount of funds available under Section 137. The Clerk continued to state that the Council had resolved to fund the 7A bus Service provision. This can continue under the power given to Parish Councils under the Transport Act. Members considered the recommendation made by the Cler. It was resolved:
1. On reading the criteria imposed by the Act, the Council is able to use the power.
 2. That the Council will offer a grant to the bus company to support the bus service if the service is to be continued after resolution in June 2016.
- 2169 Update on Sompting Festival 2016: Cllr Mear updated members on progress. Cllr Nicklen suggested that the name of the Festival could be "Shakesbeer" Festival.
- 2170 Council's response to amendments to the Adur District Council Local Plan submission 2016: The Clerk restated that he had emailed all councillors in the year 2015/16 on his issues on the amendments presented by the District Council. The Clerk stated that the closing time for comments on the amendments was midnight of that evening. He stated those issues again and gave the replies received from Adur District. The first issue was the based on the built up area line shown on the proposal map. Members agreed that the District Council had given a reply which allowed that issue to be removed. The third issue was the reduction of brownfield sites available for redevelopment. The District Council replied that the proposals for Shoreham Harbour development allowed for the reduction. Members agreed that this issue can be removed. The second issue was the statement made by the District Council placing the two required youth pitches in line with the D Council's sports strategy, in Sompting and tying that requirement in with the West Sompting allocated site planning requirements. The issue was that there was no evidence given in the text that that requirement could not be fulfilled elsewhere in Adur. Nor that any map in the document showed the location of the pitches the concern being that the pitches could impinge on Sompting Gap. Other matters were transport to and from the pitches and would there be any building required to accommodate changing rooms etc. The response from Adur did not answer this issue and the Clerk was instructed to make comments on the amendment to Policy 6 in line

with the discussion held.

- 2171 Use of Centre Car Park for trailer/car training: Members considered the request and voted refusal due to impact that this operation may have on the booking of the Centre as it would remove the use of the car park for users of the Centre. The Centre Manager is to inform the applicant of the decision.
- 2172 Reports by the Clerk: Members received reports on the following. There were no resolutions.
1. The Clerk reminded members of the training organised for councillors in June and encouraged all members to attend.
 2. The Clerk had received notice of the forthcoming consultations on the Worthing Local Plan and that consultation on its first stage "Issues and Options" commenced 11th May and ends 22 June 2016. The Clerk wished to have member input and requested that members should visit the Worthing Council's web site and give their comments to the Clerk by 1st June. The consultation comments will have to be considered at the next Full Council in June.
 3. The Council's IT Suite was presented with members being informed that information about the project was placed in the Lancing Herald, notice boards etc with the result that residents have come and used the facility and the Council now has another volunteer to manage the suite. With this new volunteer, it will be possible to open the suite on Thursdays as well as Wednesday.
 4. Members were reminded of the Parish Walk on 14th May
 5. The Council had received communication from the County Council's Public Rights of Way, Access Ranger and the WSCC Cabinet member on matters concerning rights of way. He had been given a list of powers that the Council could use in association with RoWay. This will be explored at the next Amenities and Environment committee in June.
- 2173 Items for future discussion by Council, committees or Emergency Consultation Panel: Council to resolve where these items are to be discussed and the priority.
No items presented

Minutes of Full Council Meeting 13th April 2016
at Harriet Johnson Centre, Loose Lane, Sompting

Attendance: Cllrs Servante, Mear, Jones, Bashford, Lewis,
Thornton, Bamber, Tufnell Also WSCC Parsons

- 2124 Apologies and reasons for absence: Cllrs Wood, Smith, Vincent,
ADC Cllr Boggis

- 2125 Declarations of interest by councillors on any of the agenda items below: None
- 2126 Request for DPI Dispensations: None
- 2127 Policing matters: None presented
- 2128 Report of District or County Councillors: WSCC Parsons spoke regarding parking issues in Sompting. Cllr Mear spoke regarding the District Council's Local Plan
- 2129 Full Council Minutes: The minutes of 9th March 2016 approved as a true record.
Matters Arising: None
- 2130 Public participation: 2 members of the public were present. No participation.
- 2131 Planning Committee: The minutes of 16th March, 30th March and 13th April 2016 approved as a true records
Matters Arising: None
- 2132 Amenities and Environment Committee: The minutes of 6th April 2016 approved as a true record.
Matters Arising: None
- 2133 Finance and General Purposes Committee: The minutes of 23rd March 2016 approved as a true record.
Matters Arising: None
- 2134 Centre committee: The minutes of 16th March 2016 approved as a true record.
Matters Arising: None
- 2135 Events Working Group: No report presented.
- 2136 Communications Committee: The minutes of 6th April 2016 approved as a true record.
Matters Arising: None
- 2137 Sompting Festival 2016: Cllr Mear spoke about the Festival and of the work to be done. Members were requested to decide whether the Festival should go ahead. It was confirmed that the Festival would go ahead.
- 2138 End of year accounts: Members were presented with documents relating to the end of year accounts. On consideration of the documents
Resolved:
Annual Return – approved
Annual Governance statement – approved
Detailed receipts and payments – approved

Supporting reserves reconciliation – approved
Allocation of reserves 2016/17 – approved
Trial balance – approved
VAT claim 2015/16 – approved

Members also received the bank statements for 31st March, reconciliation reports and all verified by Chairman of Finance and General Purposes committee.

Members also received the payment list for approval which was approved.

- 2139 Standing Orders and Financial Regulations: The Clerk presented the revised Financial Regulations following changes to the content during the year. Members approved the document. The Clerk stated that the Standing Orders had not changed but requested that Council approve the document for 2016. The document was approved.
- 2140 Financial risk assessment: The Clerk presented the Council's financial risk assessment for approval. The document was approved
- 2141 Internal Auditor: The Clerk recommended for approval that the Council continues with the services of Auditing Solutions Ltd for the provision of the Council's internal audit in May 2016. Council approved
- 2142 Corporate Governance Questionnaire: Full Council considered and approved the Chairman's responses. The Chairman duly signed the document.
- 2143 Council policies: The Clerk presented Council policies for approval. These had been sent to members prior to the meeting. The Clerk spoke on slight changes requested by Cllr Vincent. On consideration Council approved the following documents:
Additional Duties and Honoria payments
Bullying and Harassment
Capability
Child Protection and vulnerable persons
Community Engagement
Complaints
Correspondence
Disciplinary
E-Mail and Internet
Equality
Grievance
Health and Safety
Investments
Lone Worker
Officer Code of Conduct
Sickness
Smoking

Training

The Clerk stated that other policies will be present at other meetings.

- 2144 Grant application forms: No forms were presented as Cllr Smith was absent
- 2145 Use of Centre car park for mini-bus storage by Age UK: Council refused the request
- 2146 Reports by the Clerk: The Clerk presented:
1. Sompting Big Local requested the use of the Centre car park for use by volunteers during the May Day event. This request was approved.
 2. The results of the un-contested election of Parish Councillors stating that 5 positions remained unfilled.
 3. Reminded that members would be expected to attend the Annual Parish Meeting prior to the AGM on 11th May 2016
- 2147 Report of representatives to other bodies: To receive reports
There were no reports given.
- 2148 Items for future discussion by Council, committees or Emergency Consultation Panel: Items noted

FULL COUNCIL 13TH APRIL 2016

AGENDA ITEM: PAYMENTS etc.

Bank balance at 31st March 2016 £ 117,452

PAYMENTS FOR RATIFICATION

Direct debits	Paid			
	Aft			
DD	20th	CNG	44.28	Centre Gas
DD	Aft 23 rd	British Gas	95.71	Office Gas
BACS				
BP	12/4	Virgin Media	54.00	Broadband
BP	12/4	EDF Energy	49.37	Rec Toilet electricity
	20/4			
BP	21/4	Nutshell	11966.98	Repair flint walls

CHEQUES

PAYMENTS FOR
APPROVAL

BACS

BP	21/4	Just Clean (4/4)	22.00	Centre Cleaning
BP	21/4	S Williams	27.60	Stamps /w up liq
BP	21/4	Just Clean (11/4)	22.00	Centre Cleaning
BP		S Williams	3.50	Coffee
BP		Just Clean (19/4)	22.00	Centre Cleaning
BP		Just Clean (26/4)	22.00	Centre Cleaning
BP		Utensils Southern Ltd	120.00	New urn

CHEQUES

101715	21/4	Stagecoach	500.00	No 7a Bus
101716	21/4	P & R Services	90.00	Boiler service
101717	21/4	Adur Dis Council	21.00	TEN application

INCOME
RECEIVED
PAYMENTS VIA
CENTRE
MANAGER
27th April 16

Minutes of Full Council Meeting 9th March 2016
at Harriet Johnson Centre, Loose Lane, Sompting

Attendance: Cllrs Servante , Mear, Jones, Bashford, Lewis,
Thornton, Bamber, Vincent and Wood. Also present was ADC Cllr
Boggis

- 2104 Apologies and reasons for absence: Cllrs, Smith, Tufnell. Also
WSCC Parsons
- 2105 Declarations of interest by councillors on any of the agenda items
below: None
- 2106 Request for DPI Dispensations: None
- 2107 Policing matters: None presented
- 2108 Report of District or County Councillors: ADC Cllr Boggis informed
members of the forthcoming meeting with the police and of the
Adur DC draft Local Plan consultation.
- 2109 Full Council Minutes: The minutes of 10th February 2016 approved
as a true record .
Matters Arising: Cllr Bamber asked if the changes proposed by Cllr

Vincent were placed in his proposed consultation on National Planning Policy. The Clerk confirmed yes.

- 2110 Public participation: 1 member of the public was present. No participation.
- 2111 Planning Committee: The minutes of 17th February 2016 approved as a true record ..
Matters Arising: None
- 2112 Amenities and Environment Committee: The minutes of 2nd March 2016 approved as a true record ..
Matters Arising: Cllr Bamber asked which organisation was to have the responsibility for the toilets at Halewick Park. Cllr Wood replied stating that the project was at an early stage but that the responsibility would be considered within the feasibility work.
- 2113 Finance and General Purposes Committee: The minutes of 24th February 2016 approved as a true record .
Matters Arising: None
- 2114 Centre committee: The minutes of 17th February 2016 approved as a true record .
Matters Arising: None
- 2115 Events Working Group: No report presented as presented under agenda item 15 .
- 2116 Communications Committee: No meeting held
- 2117 Neighbourhood Plan update: The Clerk informed members that the Plan had been passed to the consultants to change items of relevance. Further, he has spoken with the consultants and it was agreed that the Plan should be submitted to ADC subject to the changes being done (as minor) after the Inspector had considered the Plan.
- 2118 Sompting Festival 2016: Cllr Wood asked if the recreation ground had been booked. The Clerk confirmed yes but the risk assessments had to be finalised once he had knowledge of the activities proposed at the Festival – until then the booking is pencilled in. Cllr Wood asked if the entertainment and licencing form had been submitted. The Clerk replied that until he knows of the activities the form has not be submitted.
After further discussion, it was agreed that this item would be discussed at the next full council meeting.
- 2119 Meeting between Sompting Big Local and Parish council: Cllrs Wood and Mear informed members that the meeting held between Sompting Big Local and the Council went well. Attending was Jim Boot (Area coordinator) and a member of the Big Local with the Chair and Vice Chair. Discussions were held on Halewick Park

toilets and the Festival. It was agreed that the organisations would meet quarterly.

- 2120 Formal monthly meeting between Chair and Vice Chair and Clerk:
Noted
- 2121 Reports by the Clerk: Council received current and verbal reports from the Clerk for resolution if necessary. Clerk
1. Events to be held by other organisations for Queens birthday
 2. Meeting with Hodges of police – Cllr Servante attending
 3. Reminder of 11th March event with potential new cllrs
 4. Big Local’s May Day event
 5. Big Local’s decision on not contributing to the 7A bus service
- 2122 Report of representatives to other bodies: To receive reports
There were no reports given except Cllr Servante’s information of WSCC’s officer M Thomas attending West Street to view the traffic problems.
- 2123 Items for future discussion by Council, committees or Emergency Consultation Panel: None

Minutes of Full Council Meeting 10th February 2016
at Harriet Johnson Centre, Loose Lane, Sompting

Attendance: Cllrs Servante, Smith, Bashford, Lewis, Thornton, Bamber, Tufnell, Vincent and Wood.

- 2081 Apologies and reasons for absence: Cllrs Mear, Jones
- 2082 Cllr Wood, Vice Chair conducted the meeting in Cllr Mear’s absence
- 2083 Declarations of interest by councillors on any of the agenda items below: None
- 2084 Request for DPI Dispensations: None
- 2085 Policing matters: The PCSO gave a verbal crime report to members and discussed the forth coming changes with police stations.
- 2086 Report of District or County Councillors – None reported
- 2087 Full Council Minutes: The minutes of 13th January 2016 approved as a true record .
Matters Arising: None
- 2088 Public participation: 2 public present. Question was asked how the Council was to work with the Sompting Big Local. Chair responded by stating that both parties were to meet at the end of the month and discuss that matter.

- 2089 Planning Committee: The minutes of 20th January and 3rd February 2016 approved as a true record . Cllr Wood as vice chair of Planning signed.
Matters Arising: None
- 2090 Amenities and Environment Committee: Meeting of 3rd February 2016 cancelled. Cllr Smith as committee chair spoke about the planned works at Hamble Recreation Ground and the 7A bus service and requested that these items placed on the committee's agenda in March.
- 2091 Finance and General Purposes Committee: The minutes of 27th January 2016 approved as a true record .
Matters Arising: None
- 2092 Centre committee: The minutes of 20th January 2016 approved as a true record .
Matters Arising: None
- 2093 Events Working Group: No report presented as presented under agenda item 15 .
- 2094 Communications Committee: No meeting held
- 2095 Neighbourhood Plan update: The Chair of the Steering Group, Cllr Wood informed members of the current position of the Plan. Full Council were requested to approve the document subject to minor changes that had been discussed by the Council's members of the steering group. Cllr Wood stated that the minor changes were mainly typo errors and additional plans and that the document previously viewed by Full Council stands unaltered. Resolved: That, subject to the minor changes, Full Council approved the Plan.
- 2096 Sompting Festival 2016: Members were updated on the current position of the Festival 2016 and the position was noted.
- 2097 Draft proposals for committee changes: With approval of the Chair, this item was discussed prior to the agenda item 16. The Clerk presented his draft proposals for a change in the committee structure. He informed members at this stage there was no requirement stated in the agenda for resolution but he wished for members thoughts on the proposal. After discussion, it was agreed that this item should be presented at the next Full Council. Each member received copy of report.
- 2098 Caretaker situation and the future: The Clerk informed members of the resignation received from the caretaker on 3rd February 2016. The caretaker had given one month's notice. Following discussion, it was resolved that the caretaker position be re-advertised as one post. Consideration was given to the locking and unlocking of the toilets on Sompting Recreation Ground with no actual result other

than to seek a firm to price the locking and unlocking especially at weekends for consideration by Amenities and Environment committee in March. The Clerk wished to discuss his thoughts on changing the staff structure through the resignation of the caretaker, but as the above item was deferred, he did not present.

- 2099 Reports by the Clerk: The Clerk presented the following verbal reports.
1. The Clerk had requested the Sompting Big Local for confirmation that their contribution towards the cost of 7A bus service was forthcoming. The Sompting Big Local had requested bus user figures for consideration on the financial support.
 2. The Council had received information from West Sussex County Council regarding their Walking and Cycling Strategy, requesting input from the Parish. This will be presented at the next Amenities and Environment committee.
 3. The Council had received an introduction email from Mr M Burton stating that he was interested in assisting at the IT Suite.
 4. The Clerk reminded all councillors of the 'New councillor' event encouraging residents to stand for Parish election. Date 11th March 6-9pm at the Centre. This resident invitation was in the Sompting Signpost.
 5. The Clerk introduced the comments provided by Cllr Bamber on the National Planning Policy consultation. This was presented at last month's Full Council. The clerk informed that he would email all councillors with Cllr Bamber's comments and if he did not hear to the contrary, those comments would form the Council's response.
- 2100 Formal monthly meeting between Chair and Vice Chair and Clerk:
Noted
- 2101 Report of representatives to other bodies: To receive reports
There were no reports given except Cllr Servante's update on the A27 Action Group at which he is the Council's representative.
- 2102 Items for future discussion by Council, committees or Emergency Consultation Panel:
1. Committee and office staff re-structure – March Full Council
 2. Hamble Road Recreation Ground improvements and 7A bus service (other support), Halewick Park toilet proposal. – all to A&E

Minutes of Full Council Meeting 13th January 2016
at Harriet Johnson Centre, Loose Lane, Sompting

Attendance: Cllrs Mear, Servante, Smith, Jones, Bashford, Lewis, Thornton, Bamber.

- 2058 Apologies and reasons for absence: Cllrs Vincent, Tufnell and Wood. WSCC Cllr Parsons
- 2059 Declarations of interest by councillors on any of the agenda items below: None

- 2060 Request for DPI Dispensations: None
- 2061 Policing matters
1. No police presence.
2. Sussex Police Authority has developed a new model for local policing. On reading the Council had no comment to make.
- 2062 Report of District or County Councillors – None reported
- 2063 Full Council Minutes: The minutes of 9th December 2015 approved as a true record .
Matters Arising: None
- 2064 Public participation: None present
- 2065 Planning Committee: The minutes of 6th January 2016 approved as a true record .
Matters Arising: None
- 2066 Amenities and Environment Committee: Meeting of 6th January 2016 cancelled
- 2067 Finance and General Purposes Committee: Meeting of 23rd December 2015 cancelled
- 2068 Centre committee: Meeting of 23rd December 2015 cancelled
- 2069 Events Working Group: No report presented as meeting is later in January.
- 2070 Communications Committee: The minutes of 16th December 2015 approved as a true record .
Matters Arising: None
- 2071 Council's current media policy: Cllr Smith presented his concerns over the content of the policy and asked if there should be changes to the document to reinforce political statements and statements made by individual councillors instead of as "the Council". On discussion it was agreed that with the policy as it stands and the document Conduct by Members there was sufficient enforcement of any issues that arise. It was agreed that no changes were necessary.
- 2072 7A Bus Service: The Clerk on behalf of Cllr Vincent presented the usage figures for the supported bus service. The Clerk stated that for the service to continue a decision had to be approved for the next six months funding.
Cllr Smith considered that the information presented was not sufficient for the Council to make an informed decision as to whether the bus was serving residents of Sompting. This was

agreed by Cllrs Bamber and Jones and both questioned the financing of the service.

It was unclear whether the Sompting Big Local was to continue with the funding of their contribution to the cost. The Clerk is to confirm this.

The Clerk was requested to arrange a meeting with the service providers to discuss the information required on usage.

On discussion it was resolved

1. That the service provider be asked to provide suitable usage figures identifying those users are in Sompting compared to those outside the Parish and information regarding the income from users, concessionary fares.

2. That due to the dead line imposed by the Transport Act, that these figures are presented to the January meeting of the Finance and General Purposes committee and that Full Council delegates the authority to that committee to resolve on the funding of the service for the next six months from March 2016.

- 2073 Draft recommendations on the new electoral arrangements for West Sussex County Council consultation: The Clerk presented the document and requested any comments from Councillors as asked through the agenda item. The Council had no comments.
- 2074 Wildlife and Countryside Act 1981 – Application for Definitive Map Modification Order: Members received an email concerning this prior to the meeting and to provide an evidence comments on the proposal. The Council raised no objection or comment on the application.
- 2075 Neighbourhood Plan update: The Clerk presented the update on behalf of the Chairman of the Steering Group which was noted.
- 2076 3SC Devolution Bid to Government: The Clerk presented the item and requested names of Councillors who would be interested to attend if the Council wished to be represented. It was agreed that Cllrs Smith and Mear would attend with Cllr Bamber if places were available.
- 2077 Formal monthly meeting between Chair and Vice Chair and Clerk:
Noted
- 2078 Reports by the Clerk: Council received current and verbal reports from the Clerk for resolution if necessary. Clerk
1. Signpost to be out by end of January
 2. Rosebowl to be given – Cllr Smith
 3. Sompting Festival – agreed the use of the Facebook page
 4. 45 Valley Road – Cllr Smith to attend the ADC Planning meeting
 5. IT suite invite members to view - viewed
 6. External audit – Clerk informed members of the latest information regarding external audit. He confirmed that the propose figure for the service was contained in the 2016/17 budget.

- 2079 Report of representatives to other bodies: To receive reports
Cllr Wood on Local Strategic Partnership - noted
Cllr Cllr Bamber on Adur County Local Committee - noted
Cllr Thornton on Adur District Conservation Area Group – no
meeting
Cllr Bamber on West Sussex Association of Local Council – nothing
to report
Cllrs Smith, Wood on Sompting Big Local - noted
- 2080 Items for future discussion by Council, committees or Emergency
Consultation Panel:
1. Cllr Smith as Chair of Communications committee asked for the
Centre committee to inform Council on how it is to advertise the
Centre using the Lancing Herald and other media. On the response,
he requested that this is discussed at the February meeting of the
Centre committee