



Minutes of Full Council held on 11th April 2018

Meeting commenced at 7.30pm

Minute		Action
2638	Attendance: Cllrs Mear, Bashford, Godley, Thornton, Glynn-Davies, Mansfield, Derham, Baxter, Boggis, Nicklen Members of the public :- 8 Clerk : C. Stephenson	
2639	Apologies: Cllrs Lewis, Smith, Barton (WSCC)	
2640	Declarations of interest by councillors on any of the agenda items below: None	
2641	Request for DPI Dispensations: None	
2642	Policing Matters Cllr Godley had been provided with the most recent crime statistics and noted that there appeared to be an increase in sexual and violent crime. The Police have been asked for their view and Cllr Godley will advise all councillors when a reply is received.	AG
2643	Report of District and County Councillors Cllr Boggis advised no new information to share at this meeting.	
2644	Minutes Cllrs agreed that the minutes of the meeting held on 14 th February 2018 be taken as read and were a true and accurate record of that meeting.	
2645	Public Participation It was agreed with Members of the public that this matter be deferred to later on the agenda.	
2646	Planning Committee There were no minutes to agree at this meeting since a number of recent meetings have had to be cancelled due to them being inquorate.	
2647	Amenities and Environment Committee Councillors ratified the minutes of the meetings held on 7 th February 2018 and 7 th March 2018, both of which were taken as read.	
2648	Finance Committee Councillors ratified the minutes of the meetings held on 24 th January 2018 and 28 th February 2018, both of which were taken as read.	

- 2649 **Centre Committee**
There were no minutes to agree at this meeting since a recent meeting had to be cancelled due to it being inquorate.
- 2650 **Report of representatives to other bodies**
2651 **Adur County Local Committee** – Cllr Godley advised there had been no meetings
2652 **Sussex Association of Local Councils** – Clerk to confirm if reply had been sent re Health & Wellbeing survey. Next meeting 18.4.18
2653 **Adur District Conservation Area Consultative Group** – Cllr Mansfield advised there had been no meetings.
2654 **Sompting Big Local** – Nothing to report.
2655 **West Adur Capital Funding Board** – Nothing to report. Next meeting 30.4.18
- 2656 **Revised Standing Orders**
Clerk reminded that comments had been sought in advance of the meeting but it appeared that some councillors still wished to submit questions/comments before considering/agreeing the revised Standing Orders. Cllr Mear therefore proposed and Cllr Boggis seconded that the draft document be deferred to the next meeting. Anyone with comments/queries to contact the Clerk asap. The Clerk reminded that these must be agreed at the next meeting in May to coincide with the start of the new Municipal Year. Noted
- 2657 **General Data Protection Regulations**
The Clerk advised that the Finance Committee at their meeting on 28th March 2018 agreed to commission GDPR-info to undertake an initial audit, report on any gaps or weaknesses, provide new forms and templates to meet the new Regulations which come into effect on 25th May 2018 and to act as the Data Protection Officer for 2018/19. The audit is expected to take place early June. Noted. Cllr Godley promoted the use of separate “council” email addresses for all councillors to use and the Clerk advised this will become essential for compliance and that costs were already being sought for this to take place. It was also suggested that in future, councillors be contacted through the Clerk’s office who will redirect enquiries onto councillors either by telephone or email and that the new website only displays the Parish Council email addresses and telephone numbers – not individual councillors contact details which will only be retained and used by staff. The Clerk advised this is common practice elsewhere although it was agreed that this be left up to each councillor to decide this for themselves.
- 2658 **Community Hub/café**
Cllr Godley had previously circulated a feasibility paper on behalf of the working group and was now seeking the following decisions from the Council –
- That the council support proceeding to the next stage
 - Authority to work in partnership with Sompting Big Local and others
 - Authority to appoint an architect who will be free of charge at this stage for an initial assessment/design at this stage
 - Over the next 3 months, to identify Capital costs of the project and update the Council and Sompting Big Local
 - To draw down some initial set up funds of no more than £5k - split equally between the Council and Sompting Big Local
 - Authority to apply for a grant from Rampion and others (inc Operation Watershed from WSCC)
 - Report back to Full Council on progress

- Allow the Council and Sompting Big Local the opportunity to withdraw at any stage if it so wishes (e.g. if costs become extortionate etc).

It was confirmed that the questions now being posed relating to matters such as the lease, potential ongoing Revenue costs, etc etc will naturally be addressed by the Working Group which includes the council and Sompting Big Local. Adur District Council have indicated they would be supportive of this proposal. Councillors confirmed their support in principle for what this project is trying to achieve and the collaborative approach to the feasibility study and welcome more detailed information being provided before committing the council any further on this major investment. After some discussion, it was proposed by Cllr Boggis and seconded by Cllr Mansfield that the Council agree to the project moving forward to the next stage as outlined above including the availability of up to £2500 from the Council, on the basis that a further report will come back to Full Council on progress being made and further decisions on whether to proceed or not. Agreed.

2659

Public Participation

A member of the public asked if a sign could be put up on the toilets on Sompting Recreation Ground stating the new opening times. The Clerk advised this was already in hand and quotes were being obtained.

A resident mentioned the ongoing parking problems with people parking on grass verges and near school gates etc and asked if the council could help in any way to resolve this dangerous situation. Councillors agreed this was of particular concern but did point out that technically this council can only seek to lobby and influence West Sussex County Council who have highway responsibility. The County Council is already aware of this issue and will be invited to join the recently formed multi disciplined group which includes the District Council, the Police, Lancing Parish Council and ourselves, with a meeting due next week which Cllrs Glynn Davies and Baxter will be attending. Cllrs Glynn Davies and Baxter to report back on the outcome of those discussions to the next council meeting in May together with any potential financial implications for the council.

2660

Cllrs Thornton left the meeting at 8.45pm

2661

Sompting Festival

Cllr Godley advised that arrangements were now being made to run the festival on 30th June and 1st July 2018. The Clerk reminded that the Council agreed in December 2017 that this be a 1 day event this year. Cllr Godley proposed and Cllr Mansfield seconded that this decision be amended to allow a 2 day event due to the apparent increase in interest and support now coming forward. Agreed.

2662

Fire Safety Works

Orders are now being placed for fire safety works to be undertaken to the Harriet Johnson Centre and Old School House to improve fire safety measures as agreed by both the Centre and Finance Committees. The Council endorsed this work unanimously.

2663

Resident Survey

Since the Council had only just received the report on the outcome of this survey, it was agreed that this would not be debated at this meeting. Instead, the Clerk is asked to invite the author of the report to attend the Council meeting in June 2018 to present the findings. Agreed.

- 2664 **Wellbeing Project**
 Due to some organisational/structural changes within Going Local the project has temporarily stalled. This Council, Sompting Big Local and Ball Tree Surgery could decide to take this forward themselves and a meeting is being arranged to discuss this possibility. Cllr Godley to report back to a future Council meeting.
- 2665 **Traffic Issues**
 The Council agreed that there are issues surrounding the amount of traffic and emissions in Sompting. However, it was also pointed out that highway matters are the responsibility of the County Council and that the Parish Council can only seek to lobby/influence them on addressing such matters. It was agreed that an item be added to the next Amenities and Environment Committee agenda for further discussion and for that Committee to report back to Full Council in due course. In the meantime, it was also agreed that the Council would seek to obtain data currently available and free of charge to establish a base line for further discussion and for Cllr Glynn Davies to obtain quotes for undertaking a traffic survey for reporting to Amenities and Environment Committee.
- 2666 **Air Raid Shelter**
 Three quotes are required to undertake works to the roof of the shelter – Cllr Mansfield, Cllr Mear and Cllr Baxter agreed to provide one each and supply to Amenities and Environment Committee for their consideration. The Clerk reminded that the budget for this project had recently been moved to the Centre Committees at the request of Members but it was agreed that they wished the Amenities and Environment Committee to deal with this at this stage.
- 2667 **Sompting Neighbourhood Plan**
 After much discussion it was agreed that any councillor may respond as an individual to the ongoing public consultation, the deadline of which has been extended to 22nd April 2018 and that there was no need for the Council to make any further representations at this stage. The Clerk reminded councillors that they need to be clear in any comments they make that they are their own personal views and not those of the Council.
- 2668 **Parking of Sompting Minibus in Harriet Johnson Centre Car Park**
 Finance Committee at their meeting on 28th March 2018 agreed this request but were now seeking Full Council permission for this to go ahead. Agreed, subject to the conditions agreed by Finance Committee which includes – 12 week trial period, SBL hold their own insurance, to agree which parking space would be most suitable etc.
- 2669 **Next meeting: 7pm on Wednesday 9th May 2018 Please note start time**
- 2670 **Meeting closed at 9. 50pm**

Signed
 Chairman

Dated