



Lancing Parish Council

Annual Report

2016 – 2017

**The Parish Hall
South Street, Lancing
West Sussex, BN15 8AJ**

**www.lancingparishcouncil.gov.uk
admin@lancingparishcouncil.gov.uk
01903 753355**

Please note that alternative formats of this document may be available upon request.

INTRODUCTION

This Annual Report aims to highlight the success and progress of Lancing Parish Council over the past year. We hope you find this report both helpful and informative and should you wish to comment on it, or on any aspect of our services, please contact your local Parish Councillor or the Parish Council Office.

MISSION STATEMENT

The Parish Council is committed to promoting community values, economic well-being, and pride in Lancing.

CORPORATE OBJECTIVES

- To engage, whenever possible, in an open dialogue with residents, to understand their needs, and to explain how the Council will address these needs within the resources and powers available
- To understand the issues and aspirations of residents and promote these ideals for the future
- To provide high standard cost-effective services
- To enable, assist and encourage other local organisations and agencies to provide services
- To promote and represent the best interests of the village for the betterment of the local community
- To encourage and promote the economic and commercial vitality of the village through partnerships and other means
- To encourage and promote social and community values in the village by working in co-operation and supporting, where practicable, local organisations and groups
- To embrace progress, improve the quality of life and healthy living

LANCING AND THE COUNCIL

Lancing lies in West Sussex and is part of the Adur district. Lancing covers an area of 3.65 miles² (946.4 hectares), which spans from the lower part of Western Road in the west, northwards to Lancing Ring, east to the River Adur with the southern boundary being the English Channel. It is reportedly the largest village throughout all of England, with a population of over 19,000 residing in approximately 6000 dwellings and electorate of over 14,900.

The Parish Council has been in existence since 1894 and has been representing the community continuously since that time. Lancing Parish Council represents the views of its residents and endeavours to deliver the best possible services through its own in-house operations and by close liaison and partnership working with Adur District Council and West Sussex County Council, as well as other representative bodies and agencies in the community. The Council has sixteen Councillors and three Committees, which all have varied and extensive workloads and deal with a range of issues that directly affect residents of Lancing.



CHAIR'S ANNUAL REPORT 2016-17

As a newly elected Parish Councillor and Chair, this year has been a steep learning curve for me. It will be a year that I will never forget for many reasons, not least of all for how hard the Councillors and Officers have worked to continue to make as many improvements for the Lancing Community as possible.

The Annual Residents Forum in May 2016 gave the community an opportunity to voice its views, concerns and wishes for the coming year, and from this the Council was able to identify its three working priorities for 2016-17:

1. Improve Monks Recreation Ground
2. Improve the Council's business acumen
3. Provide an accessible pathway from Beach Green Car Park to the toilets

Surveys were conducted to identify the community's wishes for a new look Monks Rec, especially from a young person's perspective. A design brief is currently being produced based on the outcome of the surveys, which will result in alternative plans from which the community can choose. It is more than likely that the regeneration of the Rec will be carried out in stages over a five-year period to ensure that it remains accessible to the public at all times.

The way that the public can participate at Council and Committee meetings has been improved and Committee Terms of Reference and a Scheme of Delegation have been introduced to streamline the way the Council works to enable greater efficiency; Beach Green has been divided into sections for hiring purposes to attract more revenue and more expert advice has been sought from other local government and partnership organisations. Many thanks are extended to the Council staff for all their hard work to enable this.

The access for all path on Beach Green is now in place. The completion of this project has been welcomed by the community as many positive comments have been received.

Many other projects have been completed or are still on-going including:

- A new local Vision Group to facilitate the on-going regeneration of Lancing by prioritising the remaining capital projects and applying for funding through several sources
- In response to residents' telling us that they no longer feel safe in the village after dark – especially parents and older people, arranged the set-up of the multi-agency 'Keep Lancing Safe' Group to combat this perception
- A History and Heritage project, including potentially opening up the air raid shelter on Beach Green as a WW2 experience; introduction of a Blue Plaque scheme and a heritage corner in Lancing Parish Hall is in the process of being developed – all to become part of a future history and heritage trail
- A more accessible Parish Surgery that now opens on Saturdays
- Increased communication with the community through the set up of a Parish Facebook Page, during 2017/18, an additional Residents Forum will take place and a quarterly newsletter will be distributed
- Oversee the set up of a Parish Youth Council to ensure that the young people of Lancing have a platform to be heard
- Further improvements to Beach Green, including the installation of beach showers and seating area and the appointment of a contractor to construct the Skatepark
- Worked towards the protection of the Luxor Cinema façade within any future development of the site
- The Luxor Revival Community Cinema in Lancing Parish Hall
- Formally supported improvements to the health of Brooklands Lake and to prevent the closure of Lancing Post Office
- Reintroduced a Best Dressed Christmas Shop Window and a Garden competition

- Supplied more benches and bins for Lancing's open spaces
- Ongoing partnership work with other agencies, including to decrease the risk of flooding in Lancing and to restore the Millennium Handshake on Beach Green
- Negotiated with Rampion, the wind farm installers, to provide a telescope for Beach Green
- Continued support for the Community Bike Project

I look forward to another busy year leading Lancing Parish Council in its continued efforts to listen to and act upon the wishes of the Lancing community.



Councillor Gloria Eveleigh

SUMMARY OF ACHIEVEMENTS/ACTIVITIES OF LANCING PARISH COUNCIL DURING 2016/17

ALLOTMENTS

During the year all plots remained tenanted, albeit there has been a recent turnaround. There remains a waiting list although it is a lot shorter than Adur District Council's, and at only £25 for a 5-rod plot and from £35.00 to £50.00 for a 10-rod plot (per annum) are much cheaper. So, if you're eager for a plot, do not hesitate to contact us to have your details added to the list.

BATHING WATERS

The Council has continued to have its bathing waters tested by the Environment Agency and the Department for Environment Food and Rural Affairs classified the bathing waters at Lancing Beach Green as 'Good' from the monitoring data collected. This is an improvement 2015's which was classified as 'Satisfactory'.

BEACH GREEN:-

Access Path

Thanks to a grant from Tesco's Bags of Help fund, a much needed Access for All Path has been installed from the car park to the central path.

Heritage Trail & Air Raid Shelter

The Council has agreed to work towards setting up a Lancing Heritage Trail. A feasibility study of the air raid shelter at Beach Green being opened to the public as part of this trail is being undertaken. It is also anticipated that a Heritage corner will be set up in the foyer of the Parish Hall to showcase local artefacts.

Showers and seating area

A grant from Tesco's Bags of Help enabled the installation of outdoor showers to the rear of the kiosk and a surrounding seating area.

Skatepark

During the year, the tender for the construction of the skatepark was submitted and a preferred contractor was chosen, Wheelscape Skateparks. The final design was thrashed out with the involvement of the young people who had initially requested a skatepark for Lancing and other skatepark professionals. Wheelscape subsequently worked hard to meet the planning conditions and construction of the Skate Park is now well underway.



Telescope

This project stemmed from a suggestion by pupils of The Globe Primary School and, whilst the Council had made provision to fund the installation of a tourist telescope, Eon, the company responsible for the Rampion offshore wind farm development, offered to purchase one, and a number of others, which be installed along the coast from Worthing to Shoreham.

Promenade Lights

A working group has been set up to investigate the possibility of mid-level lighting being installed along the Beach Green promenade and this will be progressed during the forthcoming year.

BLUE PLAQUE SCHEME

The Council has agreed to oversee a Blue Plaque scheme for Lancing to commemorate prominent persons who lived/worked in the village and will be considered as and when a request is submitted. The plaques will also be included in the proposed Heritage Trail.

The first plaque to be installed commemorates the Basque children who fled the Spanish civil war and were housed in Penstone House, located where Lancing Library now stands. The plaque's unveiling coincides with the 80th anniversary of the event.

We are keen to introduce more Blue Plaques around Lancing - if you have a suggestion for a Blue Plaque, please contact the Office.

CHRISTMAS LIGHTING DISPLAY - NEW CHRISTMAS TREE

Thanks to some business sponsorship from Lancing and Sompting Lions, Jacobs Steel Estate Agents and Brighton and Hove Albion Football Club and funding from the Council, a new LED Christmas tree was installed as part of the Christmas lighting display. The tree will be included in future years' displays.

CHRISTMAS WINDOW DISPLAY COMPETITION

As part of the Council's Christmas Market event, a Christmas Window Display competition was re-introduced. Congratulations to The Sussex Drug Store, Queens Parade for their outstanding effort.

FACEBOOK

The Council joined the world of social media and a Lancing Parish Council Facebook page has been set up. This acts as an effective communication tool.

GARDEN COMPETITION

The Council agreed to the revival of a Lancing Garden Competition and a Working Group has been working hard to make the necessary preparations for the judging to take place on 15 July 2017.

GRANT AID

The Council has continued with an annual provision for grant aid, which remained at £5,000 during 2016/17, and the successful applications were as follows:-

Adur Sea of Lights	£1,000
Adur Voluntary Action	£3,650
Lancing Self Help Group for the Blind	£200
West Sussex Mediation Service	£150
Total	£5,000

Lancing Flower Club applied for a grant so the group could move into a larger room within the Parish Hall. However, the Council agreed the Club could have the larger room at no extra cost. The Citizen's Advice Bureau also received an annual grant of £2000 under a separate grant arrangement.

HEADBOROUGH GARDENS

The rear view of the Gardens has been improved by willow screening and work to keep this garden neat and tidy has been helped by the local Community Rehabilitation Team lending a hand.

LUXOR REVIVAL CINEMA

As part of the Council's aim to encourage and grow community spirit and in commemoration of the Luxor Cinema, the Council initiated the Luxor Revival Cinema at the Parish Hall. Films are shown once a month.

PARISH HALL

The Jubilee Hall underwent a redecoration and the corridors and foyer areas will be revamped during the forthcoming year.

PLANNING

The Planning Committee considered 179 planning applications this year; a 27% increase on the number of applications considered in 2015/16.

QUEEN'S 90TH BIRTHDAY CELEBRATIONS

The Council marked this special occasion by presenting all Lancing primary school children with souvenir coins. The Council also funded a celebration that was held on Beach Green Lawns on 12 June, organised by local resident, Mrs Jayne Sykes-Strudwick.

MEMORIAL SEATS

The Parish Council has a Memorial Seat scheme and four were donated during 2016/17 and installed at Beach Green, Widewater and East Lancing Recreation Ground.

MONKS RECREATION GROUND

The Council acknowledged that Monks Recreation ground has been neglected for a number of years so a Working Group consisting of Councillors, voluntary groups, stakeholders and members of the public has been set up to identify what people's expectations are for the regeneration of the area. Work towards this aim has been helped by a survey that was sent to all the local primary and Academy schools. A design brief is now being drawn up which will be submitted to appropriate designers to prepare an overall masterplan for the site. It is likely that improvements will be delivered in a phased approach, to prevent the complete closure of the Rec for a length of time, but mainly because of the amount of funding required. Progress on this scheme will continue during 2017/18.

The Council arranged for The Urban Playground Team to hold a Parkour training session with children during half-term in October.

YOUTH COUNCIL

The Council agreed to support the set up of a Lancing Parish Youth Council to offer young people of Lancing a platform to voice their opinions on local issues.

SUMMARY OF ANNUAL ACCOUNTS

The Finance & General Resources Committee start to prepare the budget, prior to full Council approval. The annual budgetary cycle takes around three months when all aspects of the Council's financial requirements are considered. A Precept request is then served on Adur District Council for the required amount (total revenue budget less income generated). The Council's finances are internally audited every six months and externally audited annually. A summary of the 2016/17 unaudited annual accounts can be found below:-

31/03/2016		31/03/2017
Income Summary		
282,170	Precept Received	282,170
16	Bank Deposit Interest	21
750	Interest on Investments	604
<u>282,936</u>	Sub Total	<u>282,795</u>
Operating Income		
540	Allotments	593
84,006	Beaches, Foreshores & Car Parks	121,025
54,105	Parish Hall-Running Costs	56,731
18,348	Recreation Grounds-Revenue	12,420
1,468	Miscellaneous	19,644
<u>441,402</u>	Total Income	<u>493,209</u>
Running Costs		
184,038	Employees	222,910
27,905	Administration	51,020
149	Allotments	224
43,031	Beaches, Foreshores & Car Parks	44,125
1,027	Depot	1,448
45,480	Parish Hall-Running Costs	49,156
26,987	Recreation Grounds-Revenue	44,671
11,121	Miscellaneous	6,207
7,660	Local Govt. Act 1972 Sect.137	7,419
2,000	Local Govt. Act 1972 Sect.145	2,000
33,171	Capital Projects	53,832
164	Travellers	0
5,518	Single Regeneration Budget	6,330
<u>388,249</u>	Total Expenditure	<u>489,343</u>
General Fund Analysis		
46,321	Opening Balance	84,474
441,402	Plus : Income for Year	493,209
<u>487,723</u>		<u>577,683</u>
388,249	Less : Expenditure for Year	489,343
<u>99,474</u>		<u>88,340</u>
15,000	Transfers TO / FROM Reserves	(1,875)
<u>84,474</u>	Closing Balance	<u>90,215</u>

MEMBERS OF THE COUNCIL

Name	Phone Number	Email Address	Term served
Churchill Ward			
Emma Purnell		e.purnell@outlook.com	Elected Dec 2016
James Butcher	07961 068346	jmbutcher@outlook.com	2016-2017
Lee Cowen	07966 426509	granville69@gmail.com	2016-2017
Ray McLeod	07954 430825	raymac-lpc@gmail.com	Resigned Sept 2016
Robin Monk	01903 751261	monkfrederick@yahoo.co.uk	2016-2017
Manor North Ward			
Carol Albury	07415 236105	carol.albury@adur.gov.uk	2016-2017
Mick Clark	07816 650742	mick.clark@clarklifting.com	2016-2017
Manor South Ward			
Glenn Souter	07758 605757	g.souter@sky.com	Resigned Oct 2016
Jean Turner	01903 603057		2016-2017
Lionel Parsons	01903 527534	lionel@parsons51.plus.com	Elected Dec 2016
Mash Barn Ward			
David Lambourne	07722 641963	davidlambourne01@hotmail.co.uk	2016-2017
Douglas Bradley	07528 789851	dbradley1953@hotmail.com	2016-2017
Gina Scotting	07711 991219	gina@gsplove.co.uk	Elected Dec 2016
Jason Lock	07775 806167	jason@mashbarn.co.uk	Resigned Oct 2016
Liz Haywood	07946 640404	liz.haywood@rocketmail.com	2016-2017
Widewater Ward			
Ann Bridges	07960 319376	annbridges@yahoo.co.uk	2016-2017
Clive Burghard	01903 767238	cliveburghard@hotmail.co.uk	2016-2017
Geoff Patmore	07941 890146	geoff.patmore@adur.gov.uk	2016-2017
Gloria Eveleigh	07930 411419	gloriaeveleigh@icloud.com	2016-2017

OFFICERS OF THE COUNCIL

Lancing Parish Council employs eleven members of staff. During 2016/17 a staff review was carried out and a revised staffing structure was subsequently introduced as outlined in the following diagram:-

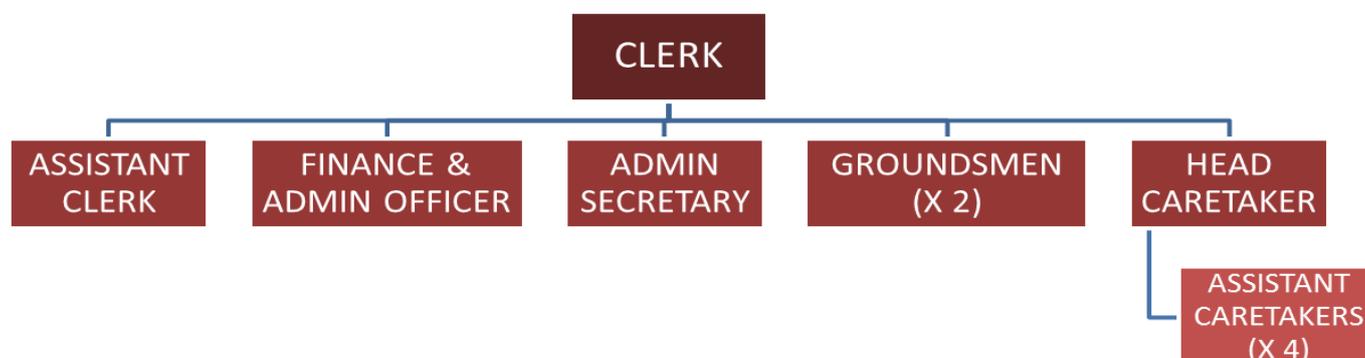


TABLE OF COMMITTEES

Position/Committee	Name	
Chair of the Council	Cllr Gloria Eveleigh (Ex-officio on all Committees)	
Vice-Chair of the Council	Cllr Liz Haywood (Ex-officio on all Committees)	
Amenities & Environment Committee (7 seats)	Cllr Mick Clark (Chair) Cllr Geoff Patmore (Vice-Chair) Cllr Ann Bridges Cllr Carol Albury	Cllr Gina Scotting Cllr Lee Cowen Cllr Lionel Parsons
Finance & General Purposes Committee (7 seats)	Cllr Geoff Patmore (Chair) Cllr Mick Clark (Vice-Chair) Cllr Carol Albury Cllr Clive Burghard	Cllr Douglas Bradley Cllr Jean Turner Cllr Lee Cowen
Planning Committee (7 seats)	Cllr Robin Monk (Chair) Cllr David Lambourne (Vice-Chair) Cllr Clive Burghard Cllr Douglas Bradley	Cllr Emma Purnell Cllr Jean Turner Cllr Lee Cowen
Human Resources Sub-Committee (4 seats)	Cllr Geoff Patmore (Chair) Cllr Ann Bridges	Cllr Douglas Bradley Cllr Robin Monk
Value for Money Sub-Committee (4 seats)	Cllr Geoff Patmore (Chair) Cllr Mick Clark	Cllr Jean Turner VACANT

REPRESENTATIVES ON OUTSIDE BODIES

Outside Body	Representative	
ADC Capital Projects Group (2 seats)	Cllr Carol Albury	Cllr Gloria Eveleigh
ADC Standards Committee (1 seat)	Cllr Mick Clark	
Adur Conservation Board (1 seat)	Cllr James Butcher	
Adur Voluntary Action Management Committee (1 seat)	Cllr Geoff Patmore	
Adur Youth Council (1 seat)	Cllr Robin Monk	
Airport Consultative Committee (1 seat)	Cllr Clive Burghard	
Brighton & Hove Albion Football Club Community steering group (1 seat)	Cllr Liz Haywood	
Friends of Lancing Ring (1 seat)	Cllr Robin Monk	
Keep Lancing Safe (4 seats)	Cllr Lee Cowen Cllr Gloria Eveleigh	Cllr Robin Monk Cllr Geoff Patmore
Lancing Football Club	Cllr Lee Cowen	
Lancing Parish Youth Council (3 seats)	Cllr Emma Purnell Cllr Geoff Patmore	Cllr Gloria Eveleigh
Lancing Parochial Charities (2 seats)	Cllr Carol Albury	Cllr Mick Clark
Lancing Vision Group (2 seats)	Cllr Gloria Eveleigh	Cllr Robin Monk
Local Strategic Partnership (1 seat)	Cllr David Lambourne	
West Sussex Association of Local Councils (2 seats)	Cllr Gloria Eveleigh	Cllr Liz Haywood
World of Widewater Local Nature Reserve Steering Committee/WoW community group (2 seats)	Cllr Lee Cowen	Cllr Mick Clark