LANCING PARISH COUNCIL

Minutes of the Council Meeting held on Wednesday 25 July 2018 in the Parish Hall

Councillors Present: Gloria Eveleigh (Chair); Carol Albury, Ann Bridges, Douglas Bradley (from Minute 44.2), Clive Burghard, Mick Clark, Lee Cowen, Danny Jackson, Robin Monk, Lionel Parsons, Geoff Patmore, Emma Purnell and Jean Turner.

Officers: Helen Plant, Clerk and Vally Fish, Assistant Clerk.

Public: One.

Presentation at 6.30pm.

Prior to the start of the Council meeting, Ms Fiona Burn, Adur District Council's Place and Economy Manager, provided a presentation on the Adur Coastal Community Team. The team had been running for nearly a year and had stemmed from the emergence of the Coastal Communities Alliance to address issues coastal towns were experiencing. The Government had put money aside for the initiative. ADC had commissioned an Adur Cultural Economy Plan, which Ms Burn had composed and had subsequently been appointed to the role of delivering it. The ACCT's aims were to support the cultural and retail economy and enhance the leisure and visitor experience. Local interested parties from the targeted sectors made up the team, including the Parish Council, working in partnership and projects included improvements to village centres, setting up local trader's associations and better signage to Lancing and Southwick village centres. Ms Burn answered Members questions and was thanked for her attendance.

The Chair opened the meeting at 7.04pm.

37. Apologies

Apologies had been received, and with the reasons outlined, were accepted from Cllrs Haywood and Scotting.

38. Declarations of Interest

None.

39. Public Forum & Questions

None.

40. To approve the minutes of the Annual Council meeting held on 23 May 2018

Resolved – That the Minutes of the Annual Council meeting held on 23 May 2018 be agreed as a true and accurate record.

41. To approve the minutes of the Extraordinary Council meeting held on 20 June 2018

Resolved – That the Minutes of the meeting held on 20 June 2018 be agreed as a true and accurate record.

42. To approve the minutes of the Extraordinary Council meeting held on 11 July 2018

Resolved – That the Minutes of the meeting held on 11 July 2018 be agreed as a true and accurate record.

43. Grouped Items:-

Resolved – That the following draft Committee Minutes and Working Group Notes be received:-

- (1) Planning Committee Meeting 30 May 2018
- (2) Lancing Vision Group 1 June 2018
- (3) Litter Campaign Working Group -6 June 2018
- (4) Keep Lancing Safe 8 June 2018
- (5) Planning Committee Meeting 20 June 2018
- (6) Monks Rec Improvement Project Working Group 26 June 2018
- (7) Amenities & Environment Committee 4 July 2018
- (8) Finance & General Purposes Committee 11 July 2018
- (9) Planning Committee Meeting 11 July 2018
- (10) Litter Campaign Working Group 16 July 2018
- (11) Keep Lancing Safe 20 July 2018

44. Chair's Report

44.1 Social Prescribing Pilot (aka Going Local)

This item was deferred until the arrival of Dr Shona Schofield.

44.2 Working in Partnership with Sompting Parish Council

Cllr Eveleigh sought approval for the Council to work in partnership with Sompting Parish Council to improve both communities with common goals in mind, e.g. Croshaw Recreation ground, Social Prescribing etc. Five principles of how that partnership working could be achieved were outlined which Members were requested to follow:-

- 1. Work together focussing on each other as people rather than on each other's politics;
- 2. Treat each other with respect both as individual Cllrs and as two separate Parish Councils;
- 3. Make a pledge not to publicly criticize or undermine our own and each other's Cllrs or Councils including on social media;
- 4. Start to take credit for success as a whole Council or Councils rather than as individuals within the Councils; and
- 5. Work in partnership together as two Parish Councils whilst retaining each Council's identity, independence and individuality.

Members recognised what could be achieved by working with Sompting Parish Council on specific issues, not least that it would provide both communities with a 'bigger voice'.

Resolved – That Members agree to adopt the principles and work in partnership with Sompting Parish Council where appropriate.

44.1 Social Prescribing Pilot (aka Going Local)

Dr Shona Schofield from the Ball Tree Surgery outlined the health initiative, Social Prescribing, an effective approach for improving people's health and wellbeing and a way of developing strong relationships between health and local services and communities. At the heart of social prescribing was the connection to, and use, of community assets, i.e. peer groups, local activities/groups, as a means of supporting people to make their own change and be in charge of their own wellbeing. The benefits of similar projects were being echoed around the country. It had also established gaps in existing services.

Dr Schofield advised that the annual cost of the project was £24,000, which would provide a dedicated link worker for Lancing and Sompting for 20 hours a week. Local funding had already been sourced from Sompting Parish Council - £2,000, Sompting Big Local - £10,000 and NHS funding. However, there was a shortfall of approximately £3,000. Feedback would be provided on the projects progression and impact.

Resolved – That the Finance and General Purposes Committee be delegated with the task of establishing whether there are any surplus funds in the 2018/19 budget to contribute towards the local social prescribing initiative.

45.1 Annual Parish Meeting

A table of the list of issues that arose from the Residents' Meeting held on 24 May 2018 was submitted and Members were requested to consider the associated recommendations and determine whether there were any work priorities for 2018/19:-

(a) The issues from the 2018 from the Residents' Meeting were resolved as follows:-

Issue	Response at meeting	Resolution
a) What kind of businesses are setting up in the new Luxor retail units?	It is not known at the moment, but ears will be kept to the ground to try and find out!	No further action.
	(Note – on 25 May 2018, it was established that one unit had yet to be let out, but two units were anticipated to be a barbers and a pest control/property care business.)	
b) People keep asking how	The Clerk advised that	That the Council considers
the Millennium Handshake	paperwork for this project	a Millennium Handshake
came about – is it possible to have an information	had recently been found	Information panel to be
	whilst sorting out the archives to comply with	designed, purchased and installed within the
board outlining its history?	GDPR, so the necessary	2019/20 budget.
	information could be pulled	2019/20 budget.
	together to produce such an	
	information board.	
c) How did the kite surfing	The Clerk advised that it	Research has confirmed
and swim zones come	was understood the zones	that the advisory zones
about, was there any	were brought in after an	were introduced in 2010
consultation undertaken	accident did happen. There	following the fatality of a
with beach hut owners, is	is no legislation to enforce	kite surfer. The Amenities &
there any legislation to	the zones, the signs are	Environment Committee on
enforce the zones and how	advisory in the same	09/12/2009 agreed to
far into the shoreline can	manner as requesting dogs	delegate the matter to the
the kite surfers come in?	to be put on a lead on	Clerk to liaise with the Kite
There's an accident waiting	Beach Green. However, the	Surfing Club to introduce
to happen.	Clerk would investigate the	the advisory zones, striking
		a balance for all beach

	history and advise accordingly.	users. There is no limit as to how far into the shoreline kite surfers come in, but due diligence is used. These zones generally work well, and it is known that the local clubs self-police the area by providing guidance to visiting kite surfers who are not aware of the advisory zones. No further action.
d) Is there any follow-up from the Street Briefing that the Police carried out at Beach Green last year?	Cllr Eveleigh advised that the information gathered from such briefings was very useful to the Police, but the Police themselves have acknowledged that their feedback to the public on what action has been taken needs to improve.	No further action.
	Information is also gathered through the meetings of the Council-led multipartnership group, Keep Lancing Safe, which is then fed back to the Police. The Police appreciated the work Keep Lancing Safe, in conjunction with Adur District Council's street cleaners had done in respect of the collection of drug paraphernalia. Cllr Eveleigh also outlined other initiatives.	
e) Once the Monks Rec improvements have been carried out, what will be done about the litter issue in 5 or 6 years' time when Keep Lancing Lovely might not be around?	Cllr Eveleigh explained that by involving the community in the improvement project and by including elements such as lighting, the problem might not fully disappear, but anticipated to dramatically improve. Cllr Patmore added that existing enforcement for littering and dog fouling offences was considered insufficient. The Parish	No further action

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f) What can be done about	Council had looked into ways of providing additional enforcement means, but legislation did not give the Parish Council any powers to do so. However, Adur District Council had been asked to try out additional enforcement measures using an agency and a response was awaited. The Clerk advised that	Velcro net fasteners have
the football clubs leaving	alternative ways to attached	been purchased and all
the cable ties that they use	the nets to the posts were	Clubs have been notified to
to attach the nets to the	being investigated.	use these instead and
goal posts, they never put them in the bin?		reminded to litter pick after matches.
		No further action.
g) Concerns were expressed	Cllr Eveleigh advised that	Matter remains ongoing
regarding the fence around the public toilets at Monks	Keep Lancing Safe was arranging a risk assessment	with Keep Lancing Safe.
Rec as youths were using it	and that ways to address	No further action.
to climb up onto the roof of	this issue were being	The farther decient
the toilets, putting	explored with Adur District	
themselves at risk,	Council.	
especially as they appeared		
to be 'high' on drugs, and		
so the fencing doesn't protect the toilets from		
vandalism anyway.		
Furthermore, the fencing		
causes accumulations of		
litter and adds to the		
rundown image and		
unwelcoming approach to		
the playground. h) Has any progress been	Cllr Eveleigh advised that	No further action.
made in respect of	efforts had been made to	
antisocial parking on grass	set up an initiative but	
verges and the ruining of	complexities around the	
them?	issue had arisen, including	
	certain roads required residents to park on the	
	verges otherwise the road	
	might end up being blocked	
	to emergency vehicles and	
	also the involvement of the	
	Police as it was not a	
	priority issue. However,	
	PCSO's were patrolling	

roads within the hot spot zone when possible and tickets would be issued if vehicles were causing an obstruction. Cllr Eveleigh also advised that Cllrs were working with Sompting Parish Councillors on the issue and were in the process of producing a poster for residents to put in their front windows which pledged their support to not parking irresponsibly. This action also worked alongside the proposal for residents to take pride in the grass verges, keeping them neat and tidy. Cllr Patmore added that West Sussex County Council's mowing contract was supposed to include the repair of grass verges prior to the start of the grass cutting season, but it was dubious as to whether this was being carried out proficiently. Cllr Eveleigh hoped that if enough residents took care of their verges, the antisocial parking might stop. Residents were encouraged to report any vehicle that was obstructing a footpath to the Police on 101. i) Why won't West Sussex Cllr Clark reported that was No further action. County Council highways a costly exercise to put install double yellow lines in traffic regulation orders in place and budgets would problem parking areas and why can't bollards be only stretch to about 2 per installed on grass verges to year. There were also stop parking? complications in respect of bollards. Cllr Clark arranged to speak to the resident to go into more details after the meeting.

i) A resident who was involved with the recent planting of whips at Croshaw Rec requested for the grass around them to be strimmed away, taking care not to strim the whips themselves, to stop the grass choking the plants.	The Clerk advised that this would be taken up with the Council's groundmen.	No further action.
j) Is it true that Adur District Council's parking warden can give drivers of vehicles parked on double yellow lines a few minutes grace period before issuing a parking ticket?	This would need to be investigated. Drivers are given 5 minutes observation time on yellow lines to see if any loading is taking place. This is given on the Hand-held Computers and tickets can only be issued after the 5 minutes period.	No further action.

- (b) Resolved That the Council's working priorities for the year be as follows:-
 - 1. To continue with Monks Recreation Ground Improvement Project as a priority;
 - 2. To continue with all other ongoing projects.

45.2 Parish Council Newsletter

It was noted that the Autumn 2018 edition of the Parish Council's Newsletter was in the process of being produced and would be delivered towards the end of August.

Resolved – That the information be noted.

45.3 AVA and Lancing & Sompting Foodbank Information

The latest figures for May and June 2018 (the figures in brackets being the previous two months) were provided, including for AVA there had been 0 volunteer enquiries (0), 0 food bank donations (0), 8 food bank collections (7) and 13 general enquiries (7). For LSFB collections, Library – 11, Family Centre – 4, Lancing Tabernacle – 6, Sompting Big Local – 24 (A minority of SBL clients are from Lancing).

Members remained concerned regarding the need for the food bank. Cllr Eveleigh advised that she had recently met with the foodbank coordinator, Mr Peter Johnston, who had stated there was a desperate need for food donations to keep up with the demand.

Resolved – That the information be noted.

45.4 Proposed Enforcement Patrols for Dog Fouling and Littering Offences

Pursuant to Council minute 19.5/May/18, it was confirmed that Adur District Council's Joint Overview and Scrutiny Committee meeting on 21 June duly considered the introduction of a scheme being trialled involving an enforcement agency to issue fixed penalty notices for litter and dog fouling offences. Whilst the matter had received a good deal of support, the Committee only agreed to add the issue to its 2018/19 work programme and for a further report to be submitted to the Committee in respect of any anticipated finances involved before making any commitment to a trial scheme.

Resolved – That the information be noted.

45.5 Lancing Skatepark Action Plan – Report by Tim Loughton MP

Pursuant to Council Minute 19.6/May/18, and despite Mr Loughton stating he would respond to the Parish Council's reply regarding his Skatepark Action Plan, it was confirmed that no correspondence had been received, to the disappointment of Members.

Resolved – That the information be noted.

45.6 Review of the Parish Surgery at the Village Market

Members were reminded that it was agreed to hold Parish Surgeries once a month at the Village Market from April 2018 with the stall hire cost of £153 being met from the 2018/19 Events budget (Minute 81.4/Mar/18 refers).

Whilst the April market stall had been mainly for the Monks Rec Improvement project consultation and was partly manned by volunteers, the Surgery Rota was not sustained for May or June market stalls and questioned whether Members were keen on attending, be it for the reason of unpredictable weather or otherwise. This also met with the disapproval of Adur Markets, as empty stalls were frowned upon. Members were asked whether the Parish surgery should continue at the Village Market.

Cllr Eveleigh advised that the July market stall had received a good response from the public. Other Members considered the surgery at the Library should be discontinued as this was rarely visited.

Resolved – (a) That the Parish Surgery at the Library ceases.

- (b) That the Surgery rota be reviewed to ensure Members can still attend on chosen dates.
- (c) That a further review of the Parish Surgery at the Village Market be carried towards the end of the 2018/19 year.

45.7 Future of Lancing Police Station

At the Annual Council meeting, it was agreed to write to the Police and Crime Commissioner to request that in respect of the future use of the site of the unoccupied police station in North Road, all efforts be made for the site to be developed to the benefit of the community (Minute 19.10/May/18 refers).

A response had been subsequently received and had been circulated for Members information. The letter stressed that the PCC was legally required to obtain best value from the sale of the property, and it had to be for best consideration.

It was noted that the property was now on the open market for offers in the region of £700,000.

Resolved – That the information be noted.

45.8 Mash Barn Casual Vacancy Update

It was reported the closing date for the requisite number of signatories to call an election was 23 July 2018 and that one had not been called for. Members were reminded of the Council's Co-option policy and a draft application form was submitted for approval.

Resolved – (a) That the co-option application form be approved.

- (b) That the Mash Barn casual vacancy be advertised by co-option from now until 14 September 2018.
- (c) That the co-option process be considered at the next Council meeting on 26 September.

46. Other Matters:-

46.1 Lancing Parish Youth Council

i. The Minutes of LPYC's meetings on 13 June and 18 July 2018 were circulated for Member's information.

Cllr Eveleigh advised that herself and two members of LPYC had attended Adur and Worthing's Youth Council. It was apparent from that visit that LPYC's Internet Café had not been advertised within Sir Robert Woodard Academy as anticipated. AWYC were keen to help LPYC set this project up again. LPYC were progressing with their project of setting up a healthy eating project in the form of a raised bed to be installed at the rear of the Parish Hall and focusing on recruitment.

Resolved – That the information be noted.

ii. As the Youth Council was becoming more proactive, small amounts of money were being raised by having activity stalls at local events and being successful with grant aid applications. Those funds needed to be secured. It was suggested that a 'holding account' be set up within the Parish Council's accounts system to allow any monies raised by the Youth Council to be specifically earmarked for the Youth Council and not be transferred into the Council's general reserves during the end of year accounting procedures.

Resolved – That a 'Lancing Parish Youth Council Holding Account' be set up specifically earmarked for the Youth Council funds only.

46.2 Lancing Vision Group

Cllr Eveleigh advised that the report from the Village consultation and resultant Action Plan has been submitted to West Adur Capital Project Group, who had agreed to look at progressing some of the projects through a working group.

Resolved – That the information be noted.

46.3 Keep Lancing Safe

Cllr Eveleigh reported that antisocial behaviour continued to be experienced at Monks Recreation ground. The Police had stepped up patrols and whilst ASB had reduced, patrols would continue when resources allowed.

Cllr Parsons expressed concern in respect of the thefts carried out by scooter riders and all should keep aware of the issue. Cllr Eveleigh advised that the Police were not complacent about such crimes.

Resolved – That the information be noted.

46.4 New Monks Farm Development - (AWDM/0961/17)

Members acknowledged the decision of Adur District Council's Planning Committee, following the meeting held on 18 July 2018, in respect of the above hybrid planning application, which was to defer a decision on the application.

Resolved – That the Clerk circulates the Minutes of ADC's Planning Committee to confirm the reason why a decision to defer planning application AWDM/0961/17 was made.

46.5 Widewater Footbridge update

Cllr Patmore had requested this item to be on the agenda to ensure pressure remained on West Sussex County Council to complete the revamp.

Cllr Bridges confirmed that she had recently received an email to confirm that the project was now scheduled for the 2019/20 financial year, but it was unclear whether the new bridge and access points would be fully DDA compliant.

Resolved – That the Clerk clarifies whether the new Widewater footbridge and access points will be DDA compliant and report back at the next meeting.

47. Representatives on Outside Bodies

i. The Trustees of The Lancing Parochial Charities met on 20 May 2018. This Council's representatives, Cllrs Albury and Clarke, advised that the Trustees distributed trust funds to local residents in need. It was suggested that Trustees liaised with the Lancing and Sompting Foodbank Coordinator to establish other residents in need.

Resolved – That the information be noted.

ii. It was reported that Lancing Football Club had recently revised its constitution, including the role of the Parish Council representative. The role had been 'promoted' to become Honorary Vice President of the Club, on the stipulation that the role was filled by the Parish Council's Chairman.

Resolved – That the role of Lancing Football Club's Honorary Vice President being filled by the Parish Council's Chairman be kindly accepted.

iii. It had come to light that **Friends of Lancing Ring**'s constitution did not actually provide for a Lancing Parish Council representative. However, the Secretary would continue to circulate Newsletters and the minutes of meetings to Parish Councillors for their information and both organisations were aware of each and who to contact should any issues arise.

Resolved – That the Lancing Parish Council representative for Friends of Lancing Ring be removed.

iv. Airport Consultative Committee

Cllr Burghard reported that the airport had a new manager, usage was down by 17% but this was a trend being experienced by airfields generally. Part of the decrease was due to the relocation of the of Police helicopter and that the airfield was out of action during some of the winter due to the field being waterlogged. Complaints remained at a similar level and the refurbishment of the main hanger was now complete. The Environment Agency had recommenced the tidal wall works; the delay was due to the encountering of a phenomenal variety of wildlife, some of which had to be rehomed, such as the slow worms. Work should be completed by late November 2018.

Resolved – That the information be noted.

48. Future Agenda Items

None.

The meeting closed at 8.47pm.