

LANCING PARISH COUNCIL

Minutes of the Council Meeting held on Wednesday 27 March 2019 at 7:00pm in the Parish Hall

Councillors Present: Gloria Eveleigh (Chair); Carol Albury, Ann Bridges, Mick Clark (from Minute 91.1), Douglas Bradley, Clive Burghard, Lee Cowen, Danny Jackson, Robin Monk, Lionel Parsons, Geoff Patmore, Lydia Pope and Gina Scotting.

Officers: Helen Plant, Clerk.

Public: 2

86. Apologies

Apologies had been received, and with the reasons outlined, were accepted from Cllrs Liz Haywood, Emma Purnell and Jean Turner.

87. Declarations of Interest

None.

88. Public Forum & Questions

None.

89. To approve the minutes of the Council meeting held on 30 January 2019

Resolved – That the Minutes of the meeting held on 30 January 2019 be agreed as a true and accurate record.

90. Grouped Items

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

- (1) Lancing Vision Group – 6 February 2019
- (2) Planning Committee Meeting – 6 February 2019
- (3) Monks Rec Improvement Project Working Group – 12 February 2019
- (4) Planning Committee – 27 February 2019
- (5) Amenities & Environment Committee Meeting – 6 March 2019
- (6) Planning Committee – 13 March 2019
- (7) Finance and General Purposes Committee – 13 March 2019
- (8) Keep Lancing Safe – 15 March 2019

91. Recommendations from Committees

91.1 Planning Committee – Brighton & Hove Albion Training Ground Planning Application

Due to the complex nature of this planning application, the Planning Committee agreed that it should be considered by full Council:-

([AWDM/0236/19](#)) - Reconfiguration and extension of Training Ground including extension to existing Training Centre building, erection of a new single storey 'Club Hub' building to include women's and girls' changing rooms, community changing rooms and pitchside seating for parents/coaches, formation of an additional three pitches and training grid, reconfiguration of existing pitches including relocation of indoor pitch, showpitch, spectator stand, floodlighting and camera tower, provision of additional 51 parking spaces,

provision of a temporary construction haul road from the A27, plus hard and soft landscaping.

Members concerns remained with regards to the overall flood risk the application presented and that it was overdevelopment of the site. Other concerns were in respect of the loss of wildlife habitat, loss of a strategic gap, and the disruption that Mash Barn residents would face if the application was approved and once the development had been completed. Some Members felt that BHA had not brought any benefit to Lancing and were taking it over by stealth.

There was unease about the fact that a number of trees had already been removed, despite it being the bird nesting season which apparently breached the Wildlife and Countryside Act 1981 and that works were already ongoing. However, it was known that general pitch improvement works were carried out at this time of the year.

A member of the public present at the meeting, Mr Matthew Russell, was permitted to speak on the matter. As his parents' property backed onto the Training Ground, he had been able to take photographs, which he circulated around Members. They showed the extent of the tree removal and ongoing works that appeared to be more than general pitch improvements, differing to the works outlined in the application description. Mr Russell advised that he was due to meet the associated Planning Officer to present his findings and to lodge his objection to the proposal.

Mr Russell was thanked for his attendance and was asked to update the Council in respect of his meeting with the Planning Officer. Members subsequently took a vote on whether to object or support the application:-

Votes to object against the application – Cllrs Clark, Burghard, Eveleigh, Monk, Parsons, Patmore and Scotting.

Votes to support the application – none.

Abstentions – Cllrs Albury, Bridges, Bradley, Cowen, Jackson and Pope.

Resolved – (a) That Lancing Parish Council objects to the proposed Brighton & Hove Albion Training Ground Planning Application ([AWDM/0236/19](#)) on the following grounds:-

- 1) Severe Flood risk to residents residing around the Training Ground and beyond;
- 2) The development will have a negative impact on the environment destroying ecology, wildlife habitats, including a loss of trees and hedgerows which breaches the Wildlife and Countryside Act 1981 and the European Habitats Directive 1992/Nesting Birds Directive;
- 3) The proposal is an overdevelopment of the site;
- 4) The development will create additional noise nuisance and there will be an overall disturbance from the scheme;
- 5) The increase in traffic flow from the development will heighten pollution levels to an area that is already above acceptable levels.

(b) That Members concerns be raised with the Planning Officer in respect of the ongoing works that appear to be more than general pitch improvements, including the removal of trees and hedgerows during the nesting season, and which differ to the works outlined in the application description and ask for an explanation to be provided.

91.2 Amenities & Environment Committee

i. Beach Green Premises Licence – Request to extend Licence area

The Committee considered a request received from The Perch for the Parish Council to extend its existing Beach Green Premises License to include the beach area. This would remove the need for The Perch having to apply for Temporary Event Notices to put on its outdoor cinema events, especially as more than ten events were being planned, and that business had offered to pay the costs of the new Premises License.

Resolved – That the Beach Green Premises Licence be renewed to include the beach area with the cost of the new licence being covered by The Perch.

ii. Renewal of Croshaw Play Area – Additional funding approval

While it had been hoped Lancing United Football Club would follow through on their offer to apply for grant funding to add to the pledged amounts of £5,000 from this Council and £10,000 from Sompting Big Local to renew Croshaw play area, this frustratingly had not been fulfilled.

Furthermore, as the site actually laid within the parish of Sompting, a request had been made to Sompting Parish Council for a contribution towards the project. Disappointingly, that Council had replied stating ‘it was unable to support any contribution for this proposal on this occasion’. Cllr Eveleigh, as Chair of this Council, would be raising this decision with the Chair of SPC at their next Chair’s meeting.

Notwithstanding, another meeting with Sompting Big Local had taken place to establish whether an increase to their initial offer of £10,000 could be made. This matter was considered at SBL’s recent meeting and it was agreed to provide a further £5,000.

The Committee therefore agreed to recommend to full Council that a further amount of £5,000 from the Renewing Play Area Equipment budget be earmarked towards the project.

Despite the fact there would be a lesser amount than anticipated for the project, and that a full replacement was not now achievable, it was still possible for a number of new items of equipment to be purchased to replace the most dilapidated items, replace existing safety surfacing and replace the unwelcoming fencing.

Resolved – That a further amount of £5,000 from the Renewing Play Area Equipment budget be earmarked towards the Croshaw Play Area Renewal project.

91.3 Finance and General Purposes Committee

i. Beachside Montessori Nursery – request to lengthen lease

It was reported that while the Nursery’s current lease did not expire until 31 August 2022, they had asked to increase it to ten-years, i.e. until 31 August 2027. They were confident that the business would continue to grow and an extension to the lease would give them peace of mind that they could remain at the Parish Hall.

Resolved – That The Beachside Montessori Nursery lease be extended to ten-years, with clauses included that the Council must give the tenant no less than six-month’s notice to terminate the agreement and for annual rent reviews to be carried out.

ii. **Electric Storm Youth – Room Lease Proposal**

Members were reminded that Electric Storm Youth had been renting Room B in the Parish Hall North Wing since August 2017. However, a proposal had been received for ESY to move into Room D, the North Wing upstairs room, to allow ESY to enhance their services, including mental health services and increased drop-in sessions for local young people.

While ESY's proposal was to hire the room at an amount of £3,600 per annum, this was less than the 2017 market value of £5,700 per annum. However, it was highlighted that the room had not been of interest to potential users and had only been used to store Adur Voluntary Action belongings since the closure of the AVA shop on North Road in June 2017 and given free of charge as this Council's support to that organisation.

Notwithstanding, the proposal would provide an increase in annual revenue of £1,440 and it was considered that Room B could be re-rented quite quickly providing the existing amount of £2,160 per annum.

Members were aware that ESY were a local charity that did a lot of good work with young people from Lancing and provided support and partnered with the Parish Council on a number of occasions, including events for young people such as the successful Skatejam last August. Members were happy to agree to the proposal as a gesture of goodwill and as continued support to ESY's good work.

Resolved – That Electric Storm Youth be permitted to rent North Wing Room D at an amount of £3,600 per annum (£300 per calendar month).

Discussion ensued in respect of the Council not promoting itself enough when support to other organisations that benefitted Lancing residents was given, such as the decision to allow ESY to have Room D at a lower price than the market value. It was acknowledged that more positive messages were being broadcasted following the introduction of the Council's Facebook page, but it was felt that more could be done. With that in mind, it was considered that a review of the Council's Communication Policy and Strategy was needed.

Resolved – That a Working Group be set up, consisting of Cllrs Clark, Eveleigh, Jackson, Patmore and Pope, to review the Council's Communication Policy and Strategy.

92. **Chair's Report**

92.1 **Extraordinary Council Meeting – 28 March 2019**

The Chair advised that due to the Brexit situation and Parliament's busy week, Tim Loughton MP's secretary had warned that Mr Loughton might have to cancel his attendance at the Extraordinary meeting. Members understood the circumstances and agreed that the meeting should be cancelled anyway.

Resolved – That the Extraordinary meeting scheduled on 28 March 2019 be cancelled and that arrangements be made for the Clerk to meet with Mr Loughton MP as soon as possible to discuss a way forward in respect of his Skatepark Action plan.

92.2 **Great British Spring Clean – 31 March 2019**

Members were reminded to support the litter picking event this Sunday, in conjunction with Keep Lancing Lovely and Keep Britain Tidy's campaign.

92.3 Joint Action Group – set up of a Local Action Team

The Chair reported that the JAG (multi-partnership agency, which included Lancing Parish Council, led by Insp Allan Lowe to reduce crime in the Adur and Worthing area) had agreed to set up a Local Action Team to focus on preventing youth antisocial behavior in Lancing to preempt incidents prior to the start of the summer. Cllr Eveleigh had been asked to chair the LAT, to which she had agreed, and was in the process of arranging a meeting with relevant local parties and organisations.

92.4 High Sheriff Funding

Cllr Eveleigh advised that the outgoing High Sheriff, Caroline Nicholls DL, had the opportunity at the end of her year to make some grants from the High Sheriff's Fund and was keen to offer some of this funding to Lancing community youth projects which were helping to combat crime or antisocial behavior in some way. With that in mind, Cllr Eveleigh had been asked to take this forward with Lancing Parish Youth Council and Electric Storm Youth being identified as the organisations to work together towards a scheme with support from Caroline, the incoming High Sherriff, Davina Irwin-Clark, Chief Inspector Miles Ockwell, Prevention Insp Allan Lowe and other members of the Sussex Police, including PPCSO Sharon Eppy who was also working with LPYC.

93. Clerk's Report

93.1 Parish Council Newsletter

The Spring 2019 edition of the Parish Council's Newsletter had been delivered to all households at the beginning of February and the Summer edition would be put together in April for distribution in May.

Resolved – That the information be noted.

93.2 AVA and Lancing & Sompting Foodbank Information

The latest figures for January and February 2019 were provided; for AVA there had been 8 volunteer enquiries, 0 food bank donations, 30 food bank collections and 8 general enquiries. For LSFb collections, Lancing Tabernacle and Family Centre – 51 and Sompting Big Local - 44 (a minority of SBL clients were from Lancing).

It was noted that for some households of a larger size, more than one bag of food was given, so the number of packed bags exceeded the number of households supported. Some households had been supported more than once and a few fairly regularly. LSFb were changing policy to reduce the small number of people apparently dependent on the foodbank despite their best efforts to prevent it. There had been a continuous increase in clients supported each month and apparently more new families were coming forward. Members considered this was a worrying trend.

Resolved – That the information be noted.

93.3 West Sussex County Council's Forward Plan

There were no matters that had been specifically identified as affecting Lancing in isolation.

In respect of WSCC's overall review of property holdings, it was confirmed that WSCC had stated there were no current intentions to vacate or dispose of its following properties:-

- Community facility - Find It Out Centre, Penhill Road;
- Youth facility - Penhill Arts Centre;

- Highways Land - fronting Ashcroft Service Station;
- Community facility - Lancing Girl Guide Hall;
- Community facility - Lancing Scout Hall; and
- Highways land at The Haven, Brighton Road.

However, it was understood that the highways land at The Haven had recently been sold.

Resolved – That clarification be sought with West Sussex County Council in respect of whether the highways land at The Haven has been sold.

93.4 SALC Meeting with Sussex Police Chief Constable

The Sussex Association of Local Councils holds bi-annual meetings with Giles York, the Chief Constable of Sussex Police and all local councils had been asked to submit any strategic or unresolved topics that they would like to be raised in time for the next meeting on 24 May 2019.

Resolved – That the Chief Constable be asked what numbers of the newly recruited PCSO's will be allocated to the Lancing area.

93.5 Social Subscribing update

Following the Council's agreement to contribute £4,000 over a two year period towards a local Social Prescribing initiative (Minutes 44.1/Jul/18 and 67i/Nov/19 refer), it was confirmed that a Referrer for the scheme had now been employed, who was currently undergoing the induction process, and the Lancing and Sompting scheme was due to go live week commencing 8 April 2019.

Resolved – That the information be noted.

93.6 Adur & Worthing Councils Consultation - Draft Joint Statement of Community Involvement (SCI)

All Local Planning Authorities were legally required to prepare and publish a Statement of Community Involvement (SCI) and to ensure it was kept up to date. A SCI sought to describe how the public, businesses and interest groups within Adur and Worthing could get involved in Planning Policy and the application decision making process. While Adur & Worthing Councils were two separate Councils, they had a shared officer structure and therefore a single joint SCI.

Resolved – That the Joint Statement of Community Involvement be supported.

93.7 Councillors and the use of Social Media

Members were requested to be very mindful of the Council's Communication Policy and Strategy and the Code of Conduct when posting comments on social media.

The Communication Policy and Strategy stated that Members should be aware their personal comments and remarks made through any medium did not necessarily represent those of the Council and they should make this clear in the post. When posting as a Parish Councillor, Members should be certain that what they were posting was factual and consistent. If there were any doubts, Members were advised to check the details with the Clerk.

The Code of Conduct stated that Members would always treat people with respect. It was therefore suggested that Members did not reply to any posts which might cause them to breach this specific code.

Resolved – That the specific points in respect of the Council’s Communication Policy and Strategy and the Code of Conduct be noted.

93.8 Compass Bus Service 16

Submitted – A report outlining the recent developments regarding the withdrawal of West Sussex County Council’s subsidy to the Compass Bus Service 16 due to WSCC having to find ways to reduce expenditure within an overall savings schedule.

Whilst this Council had agreed to send a letter to WSCC urging for the service to be retained as it would be a great loss to those local residents who used it (Council Minute 70.4/Nov/19 refers), WSCC considered there were sufficient alternative services and announced that the service would be withdrawn in April 2019. Albeit, those alternative services were not suitable for those users who were less mobile as a longer walk was involved.

Data provided by Compass for the first 8 weeks of 2019 proved the service was well used, but only 8.6% of the passengers payed towards the cost of the service. The revenue taken was not sufficient to run the service on a commercial basis. It was calculated that an amount of approximately £15,000 to £20,000 would be required to financially support a reduced Monday to Saturday off-peak service 16

While some bus pass holders had stated they would be prepared to pay a contribution towards the cost of the actual fare so the service could continue, Government rules on free older person’s bus passes prevented this.

Cllr Bridges had also organised a petition, which gained over 1,000 signatures, to save the service but despite this endeavor, County Cllr Roger Elkins, Cabinet Member for Highways and Infrastructure, refused to release any extra funding to retain the service.

The only way for the service to be retained would be for additional funding to be provided from the likes of Adur District Council, Lancing and Sompting Parish Council’s. However, it was noted that both LPC and SPC had already set their budgets for 2019/20 and it was dubious whether SPC would contribute as that council had previously attempted to fund the continuation of a bus service in conjunction with Sompting Big Local, but this was terminated as it became too costly with little benefit.

A number of alternative community transport schemes available to the general public of all ages and for a variety of different uses were outlined. It was highlighted that the Parish Council could agree to provide some funding towards a specific service, e.g. a once or twice a week service from Broadway Park stopping at various points in Lancing (possibly mirroring the service 16 route) until it reached the village centre. Users could be given the ride for free or a set nominal amount requested towards the ride. However, the costs of this were not known, although grant funding was available for community transport schemes.

Notwithstanding, the Managing Director of Compass Travel had agreed to keep running an off-peak service 16 until September, at Compass’s own expense, to provide more time for discussion on the matter.

Cllr Bridges added that if a bus pass was not presented, the user would have to pay the regular fare and if each user paid the fare at least once a week, this would bring in additional revenue to help sustain the service. Cllr Bridges would also be attending the next Sompting Parish Council meeting to persuade that council to provide a financial contribution to help retain the service.

Cllr Patmore considered the suggestion of paying a fare once a week undermined the ethos of the bus pass and felt that for the Parish Council to fund the annual cost of the service was too much and a community transport scheme should be considered instead.

Cllr Pope noted that the service wasn't just used by older people but by students of the Sir Robert Woodard Academy. Thought should be given as to what value Lancing Parish Council could give to the community by paying for the service to carry on - it brought people into the village centre to use all those shops and services there and that social value should be supported.

However, Cllr Jackson felt it should be recognised that the service was not viable in the long term and could users not be encouraged to get together to hire a minibus or use one of the community transport services instead.

Cllr Cowen believed that the loss of the service did not encourage sustainable transport and meant that a lot of people would be getting back into the habit of using a car.

Overall, Members agreed that the loss of the service would be detrimental to its users and the village, but it was acknowledged that more thought was needed before any decision could be made as to whether to fund the retention of the service or not.

Resolved – (a) That the Clerk and Cllr Bridges investigate whether Adur District Council has any funds available to contribute towards the retention of bus service 16.
(b) That the cost of retaining the service 16 from October to March be obtained from Compass Travel and for more detailed passenger data to be provided.
(c) That the matter be deferred until the next meeting so additional information from (a) and (b) above can be attained.

93.9 Car Park License review for the issuing of Season Tickets

This Council's Car Park Licence Agreement stated that the issuing of season tickets and how they were managed was at the discretion of the licensee. While there was a high demand, season tickets were limited in number as the more that were issued would decrease the amount of overall daily takings.

However, the Car Park Licence Agreement was drawn up prior to The Perch being in existence. With that in mind, it was considered that the time had come for the Licence Agreement to be updated to allow for the clause regarding the season tickets to be amended so a specific amount of tickets could be allocated to The Perch, given the nature of that business, its location, and in recognition that the success of The Perch had had a positive effect on the car park's income.

Resolved – That the Car Park Licence Agreement clause in respect of season tickets be amended to read as follows:-

Charge for the Car Parks (save as otherwise provided) will be £1.50 (One pound and fifty pence) per visit per day per car (other vehicles at the discretion of the Licensee) and a form of season ticket valid for both car parks will be made available at a charge of £50 (Fifty pounds) per car per annum. Strenson Leisure Limited t/a The Perch on Lancing Beach to be issued with no more than ten (10 no.) season tickets with the number of other season tickets issued for vehicles at the discretion of the Licensee.

94. Other Matters:-

94.1 Lancing Parish Youth Council

The Minutes of LPYC's meeting on 13 February had been circulated with the Minutes from the meeting on 20 March 2019 to follow.

Cllr Eveleigh reported that the raised beds were now complete, and the planting would follow shortly; the Montessori Nursery were looking forward with to helping to grow the plants. The attendance of PCSO Sharon Eppy at the last meeting was informative and had been much appreciated by the YCllrs. It was hoped that PCSO Eppy would encourage some of the Police Cadets to join the Youth Council.

Cllr Jackson advised that he had recently taken up the offer of a visit to the Police 101 Call Centre and had found it very informative and recommended the Youth Council also visited.

Resolved – That the information be noted.

94.2 Lancing Vision Group

i. Update

Pursuant to Council Minute 83.2/Jan/19, the group met at the beginning of February to meet Tom Cooper, the designer who was now in the process of creating a 'brand' design for Lancing. This design would be initially used on the proposed lamp post banners and additional signage to attract visitors into the centre but would also be transferable to other mechanisms to advertise Lancing as being a place to visit in the future.

Cllr Eveleigh confirmed that arrangements were being made for a feasibility study to be carried out on the Farmers junction (South Street/Grinstead Lane) as to how/what improvements could be made.

Resolved – that the information be noted.

ii. Future High Street Fund

It was reported that the Government had recently made £675m available to transform local high streets into more vibrant community hubs, and to help local leaders implement bold new visions to transform local town centres and make them fit for the future.

In respect of Adur district, Lancing fitted the criteria for this funding and as such, the Parish Council was being asked to support the Phase 1 submission by Adur District Council to the Future High Street Fund and the focus of the bid was outlined.

Whilst Members welcomed this news, concerns were expressed that the biggest problem for the high street were the high rates, albeit it was understood that the way in which business rates were controlled was due to be reviewed. It was also recognised that the high street was evolving with shopping needs changing and businesses needed to learn to adapt to this.

Resolved – That Lancing Parish Council supports Adur District Council in their submission to the Future High Street Fund.

94.3 Keep Lancing Safe

Cllr Eveleigh reiterated some of the matters that had been raised at the last meeting as submitted in the minutes, including that a request had been made for the District Cabinet Member to apply gentle pressure for the introduction of further enforcement to combat dog fouling and littering to be made, to be aware of 'professional' beggars, that West Sussex County Council's website had been updated to enable members of the public to report drug litter findings and that the group's terms of reference would be reviewed as the group had developed from its initial concept.

Resolved – That the information be noted.

95. Representatives on Outside Bodies

Cllr Pope advised that the recent World of Widewater meeting had had to be cancelled.

96. Future Agenda Items

Cllr Clark – The possibility of electric charging points for cars at the Parish Hall car park.

The meeting closed at 9.06pm.