

Lancing Parish Hall
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To: All Councillors

Notice is hereby given that you are required to attend the Meeting of the Lancing Parish Council, to be held on Wednesday 24 July 2019 in the Council Chamber, Parish Hall, South Street at 7.00 p.m.

Helen Plant
Clerk to the Council
18 July 2019

AGENDA

24. Apologies

25. Declarations of Interest

Members are reminded to make any declarations of personal and/or prejudicial interest that they may have in relation to items on this agenda.

Members are reminded to complete and return the forms handed out at the Annual Council meeting.

26. Public Forum & Questions

Members of the public are reminded that only questions and statements relating to items on this agenda will be allowed. In accordance with Standing Order 1e, Members of the public will also be given the opportunity to express opinions at each main agenda item and at the end of the meeting to identify any issues to be added to future agendas. However, during discussions of sensitive or confidential matters, the public will still be excluded.

Questions relating to any other items that are not on this agenda should be referred to the Chair of the Council or Clerk as appropriate and outside this meeting.

27. Presentation from Sussex Community Housing Hub

Graham Maunders, the Hub's Community Led Housing Advisor, will be in attendance to provide a presentation in respect of community led housing.

28. To approve the minutes of the Annual Council meeting held on 22 May 2019 (attached)

29. Grouped Items (attached):-

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

- (1) Planning Committee Meeting – 29 May 2019
- (2) Planning Committee Meeting – 12 June 2019

- (3) Planning Committee Meeting – 26 June 2019
- (4) Keep Lancing Safe Meeting – 28 June 2019
- (5) Amenities & Environment Committee Meeting – 3 July 2019
- (6) Planning Committee Meeting – 10 July 2019
- (7) Finance & General Purposes Committee Meeting – 17 July 2019 (*to follow*)

Recommendation – That the submitted draft Committee Minutes and Working Group Notes be received.

30. Recommendations from Committees & Working Groups (*report attached*)

31. Chairman’s Report

The last 6 weeks have been busy for me, as I have started to get to grips with what it means to be Chairman.

The Garden Competition was the first occasion for me to wear The Chairman’s Medal and help present the awards to the lucky winners. My thanks go out to everyone who put in the time and effort to make it such an enjoyable event. Off the back of that, I have been given information on entering Lancing in the Parish in Bloom scheme, which may be of interest.

The Parish Council’s stand at the June Village Market was buzzing as we engaged with over 150 residents, giving away all the packs of meadow seeds that I funded from the Chairman’s Allowance to mark the launch of our Climate Emergency work. This cemented my view that the Parish Council absolutely did the right thing in being bold and making the declaration. Please refer to agenda item 33.4 for more detail on the work so far.

I also attended a day-long SSALC training session that was hugely insightful and informative, and I would thoroughly recommend for anyone looking to take up a Chairman’s role. It brought to the fore that Lancing Parish Council is a large parish council with a significant annual budget that has not yet blossomed into its full potential as a responsive, forward-thinking and ambitious local authority. The Council already has lots of good work happening, but it lacks the framework to tie it all together, without giving clear direction and support to officers to deliver the objectives of this Council. I would therefore like to propose that we develop a robust Corporate Plan over the coming months to address this gap.

Recommendation – Members’ views are requested.

32. Clerk’s Report (*report attached*):-

32.1 Annual Parish Meeting

32.2 Parish Council Newsletter

32.3 AVA & Food Bank information

32.4 West Sussex County Council’s Forward Plan

32.5 Social Subscribing update

32.6 Bus Service 16

32.7 To confirm the dates and times of ordinary meetings of the Council and Committees for 2019/20

32.8 Consultation - Relocation of Lancing Dental Clinic

32.9 Future High Street Fund update

32.10 Request from WSCC to install cycle repair stands at Beach Green & Widewater

32.11 Survey on WSCC County Local Committee meetings

33. Other Matters:-

33.1 Lancing Parish Youth Council (*Minutes & documents attached*)

The Minutes of LPYC's meeting on 19 June are attached for Member's information. One of the Council's Youth Council representatives will add to this information if considered necessary.

Due to the need to defer the Finance and General Purposes Committee from 10 July to 17 July, the LPYC meeting that was due to be held on the 17 July has been postponed until 31 July.

Recommendation – That the information be noted.

33.2 Lancing Vision Group

An update in respect of the directional banners will be provided at the meeting.

Recommendation – That the information be noted.

33.3 Keep Lancing Safe

Cllr Eveleigh will provide an update at the meeting.

Recommendation – That the information be noted.

33.4 Climate Emergency

The Working Group met informally on 15 July and the notes of meeting are as follows:-

Climate Action Working Group

- The mainframe Working Group (Council Minute 19.4(5)/May/19 refers) will be developing an outline Framework for consideration at a later date by the Council. The Group has expanded to now include representatives of SPC, Lancing Traders Association and interested members of the community.

Working In Partnership

- Contact has been made with WSCC's Sustainability Team who have shared documents and links to support the development of the Council's own Climate Change Framework and subsequent Action Plan. The team at WSCC is keen to work with the Council.
- Contact has been made with AWC's Sustainability Manager, with subsequent information-sharing.
- Contact has been made with Sompting Parish Council; SPC has also recently declared a Climate Emergency and is keen to work with LPC to develop respective Action Plans to include some joint projects. SPC representatives have joined the Working Group.

Emerging Themes for Climate Action

A number of themes have been identified to be explored and developed further:

- Sustainable Transport (to include an increasing focus on enabling people to make local journeys by foot, bike or public transport, and supporting the shift to Electric Vehicles where motorised transport is required, promote and support the development and use of workplace travel plans, review and reinforce Council policy to support this area).
- Local Economy (to include actively supporting and promoting local traders, retailers and activities, reinforcing social value in the Council's procurement policies and supporting campaigns that support Shop Local ethos).
- Green Spaces (to include reviewing the Council's grounds maintenance routine, re-wilding areas of our recreation grounds, exploring opportunities to convert areas of grass verge to

wild-flowers or other planting, engaging in a significant tree-planting scheme to include schools, supporting voluntary and community groups that engage with the Council's green spaces).

- Resource Management (to include a review of waste in electricity, gas, water and rubbish in Council activities, resulting in reduction, reuse and/or transition to renewables, review policy to reflect this in the Council's procurement conditions with contractors and suppliers, promote campaigns within the local community that support sustainable resource management).

Recommendation – That the information be noted.

34. Report(s) of Representatives on Outside Bodies (*document attached*)

Albion in the Community's Community Pitch Management Committee 2018 Annual Review is attached for Member's information.

Recommendation – That the information be noted.

35. Future Agenda Items

Councillors' and members of the public are invited to submit items for discussion at future Council meetings.

36. Exclusion of the Press and Public

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

37. Beach Green Car Park Arrangements (*report attached*)

Please note that all Parish Council Meetings are open to members of the public and copies of agendas will be posted on the Council's website, noticeboard and available at each meeting or by request in advance by telephoning 01903 753355.