

LANCING PARISH COUNCIL

Minutes of the Council Meeting held on Wednesday 24 July 2019 at 7:00pm in the Parish Hall

Councillors Present: Lydia Pope (Chair); Ann Bridges, Clive Burghard, Lee Cowen, Danny Jackson, Lionel Parsons, Emma Purnell (from Minutes 27 to 31) and Jean Turner.

Officers: Helen Plant, Clerk and Nick Wiltshire (Minutes 24 to 27).

Public: Two

24. Apologies

Apologies had been received, and with the reasons outlined, were accepted from Cllrs Carol Albury, Douglas Bradley, Mick Clark, Gloria Eveleigh, Liz Haywood, Robin Monk and Geoff Patmore.

25. Declarations of Interest

None.

26. Public Forum & Questions

None.

27. Presentation from Sussex Community Housing Hub

Graham Maunders, the Hub's Community Led Housing Advisor (part of Action in Rural Sussex), was in attendance and provided a presentation in respect of community led housing and to answer Members and the public (who were present at the meeting due to their interest in the subject) questions.

The Hub had been established to provide essential support for urban and rural communities across Sussex wishing to pursue successful community led housing projects. It aimed to increase the supply of community led housing, primarily affordable homes, to meet local needs. This was achieved through advice, support and guidance. Grant funding was also available for such projects and project examples were outlined.

Community led housing in the form of Community Land Trust's (registered Community Benefit Society's independent from local councils but still led by a board of volunteer directors) hold their assets in perpetuity through a legal 'asset lock'. This ensured assets could only be sold or developed in a manner which benefited the local community.

Fees were payable to the Hub in respect of the general support provided, but this cost could be funded through the projects' overall development funding.

Members agreed it would be beneficial to explore the concept further and to gauge whether there was sufficient public support to set up a Lancing CLT with the matter being discussed again at a future Council meeting.

Resolved – That Cllrs Cowen, Jackson and Pope and Ms Jo Crockett (member of public) get together to explore the possibility of setting up a Lancing Community Land Trust.

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

Resolved – That the Minutes of the Annual Council meeting held on 22 May 2019 be agreed as a true and accurate record.

29. Grouped Items:-

Resolved – 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

**30. Recommendations from Committees & Working Groups
Amenities & Environment Committee – 3 July 2019**

i. Beach Green Lighting

Members were reminded that the A&E Committee had been overseeing progress of a Beach Green lighting scheme, consisting of the supply and installation of eight lighting columns and lanterns, from the southwest corner of the car park, south towards The Perch and then east to end at the central path.

Three estimates had been recently submitted to the Committee and it was now considered appropriate for a sum of money to be allocated for the scheme to be completed.

It was noted that whilst it had been anticipated for The Perch to contribute to towards the project, unfortunately due to other financial commitments, it was not currently able to.

Members were also advised that the Clerk had recently met with the Co-ordinator from the Sussex CCTV Public Space Partnership, a partnership between Sussex Police, 17 local authorities, including Adur & Worthing Councils, town and parish councils and other organisations, with the Police being responsible for operating and monitoring the system 24/7. It would be possible for the Council to join the partnership and install a camera, at the Council's cost, on one of the new columns, with an ongoing annual maintenance cost.

It was acknowledged that CCTV on Beach Green would be benefit the community, but Members recognised that public support needed to be established.

Resolved – (a) That £15,000 be allocated from General Reserves to complete the Beach Green lighting project.

(b) That further investigations into the costs of installing CCTV to one of the new columns on Beach Green be made.

(c) That a public consultation be undertaken to establish whether there is public support for CCTV on Beach Green.

ii. Renewal of Croshaw Play Area – Additional funding approval

It was confirmed that the order had been placed for the new play area equipment in the preferred design and work was due to commence at the beginning of September.

The Committee learnt that difficulties were being experienced in sourcing reasonably priced replacement fencing to make the play area more welcoming, so a recommendation was put forward to full Council.

Members were advised at the meeting that quotes for various options of fencing had been received with the most economical being for standard play area bow-top fencing, including a self-closing safety gate, but the only choice of colours were green or black.

Resolved – (a) That £5,000 be allocated from General Reserves to cover the costs of new fencing at Croshaw Play Area.

(b) That the bow-top fencing option be chosen, preferably in a brighter colour, but if that choice is too much over budget, for it to be supplied in green.

iii. Installation of Outdoor Gym Equipment

The Committee considered a request from East Lancing residents to install outdoor gym equipment at that area's recreation ground. This led to a wider discussion with consideration then being given to installing such equipment to all of the Council's recreation grounds to encourage adult health and fitness. The Committee noted that the items at Beach Green were also in need of replacing.

While the Committee initially agreed to approach Brighton & Hove Albion Football Club with a funding request, should that request fail, then a recommendation to full Council should be made for the project to be funded from General Reserves. However, Council agreed a caveat to the recommendation.

Resolved - If the funding request to BHAFC for the supply and installation of outdoor gym equipment to all of the Council's recreation grounds fails, the request for the project to be funded from General Reserves be re-submitted to full Council.

31. Chairman's Report

Cllr Pope provided details of the Chairman's recent activities, including attendance at the Garden Competition to help present the awards where details of Lancing potentially entering Britain in Bloom had been received, giving away packs of meadow seeds at the June Village Market that had been funded from the Chairman's Allowance to mark the launch of the Council's Climate Emergency work and that a day-long SSALC training session had been attended. Cllr Pope advised that the session had been hugely insightful and informative, and recommended it to other Councillors.

This session had highlighted the fact that Lancing Parish Council was a large parish council with a significant annual budget that had not yet developed its full potential as a responsive, forward-thinking and ambitious local authority. It was considered that the Council already had lots of good work happening, but it lacked the framework to tie it all together, without giving clear direction and support to officers to deliver the objectives of this Council. The Chair therefore requested Members' views in respect of the Council developing a robust Corporate Plan over the coming months to address this gap. Members supported this suggestion but recognised more needed to be known as to how to produce one.

Resolved – (a) That the Amenities & Environment Committee considers the Britain in Bloom scheme with a view to entering Lancing.

(b) That a relevant Councillor training session in respect of local council corporate plans be arranged.

32. Clerk's Report :-

32.1 Annual Parish Meeting

A table of the list of issues that arose from the Residents' Meeting held on 23 May 2019 was submitted and Members were requested to consider the associated recommendations and determine whether there were any work priorities for 2018/19.

Resolved – (a) That no further action be taken on the issues that arose from the 2019 Residents' Meeting.

(b) 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.

32.2 Parish Council Newsletter

It was noted that the Autumn 2019 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.

32.3 AVA and Lancing & Sompting Foodbank Information

The latest figures for May and June 2019 were provided; for AVA there had been 5 volunteer enquiries, 4 food bank donations, 28 food bank collections and 9 general enquiries. For LSFBS collections, 54 Family Centre, 8 Lancing Tabernacle and 54 Sompting Big Local.

It was reported that in common with other food bank data, an increase in single, middle-aged men coming for help had been seen. LSFBS had been able to reduce the number of people it saw as dependent on the foodbank through a more frequent review of their circumstances. As demand for food was outstripping supply, a project had started to boost peoples' giving. From time to time it could afford to give electricity top-up, but this was not possible at present. LSFBS would be asking local schools for support at harvest time again, but the result would not be known until October.

LSFBS was very involved with the Space at the Table project led by Electric Storm Youth and the Lancing & Sompting Lions. This would provide meals twice a week at the Lancing Tabernacle and at the Sompting Community week. The Tab and Sompting Community Church were closely involved too, and Adur Voluntary Action was providing volunteers too.

Resolved – That the information be noted.

32.4 West Sussex County Council's Forward Plan

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

The Asset Management and Estates department had been asked whether the rumour regarding the Find It Out Centre and associated buildings being disposed of could be verified. It had been confirmed that the Integrated Prevention and Early Help teams who were responsible for the property, had no plans to vacate the property or to dispose of the site.

Resolved – That the information be noted.

32.5 Social Prescribing update

It was reported that a Partnership meeting had recently been held to review the first quarter; number of referrals to date - 30 from Lancing, 30 from Sompting, profiles - 38 F, 22 M, age

range from 20 to 100 years old, referral reasons - social isolation, lifestyle factors, housing, employment and money, the types of services the client was referred to and what learnings had been made so far.

All partners were pleased with the outcomes of the project so far, especially the GP's who were grateful for the funders' contributions.

Resolved – (a) That the information be noted.

(b) That the use of this Council's Parish Surgery village market stall be offered to the Social Prescribing initiative if further community engagement is required.

32.6 Bus Service 16

Pursuant to Council Minute 18.8/May/19, Members were advised that the Transport Requirement Survey had received a good response and the results were circulated at the meeting. However, it was highlighted that in hindsight, the most important question 'do you use the number 16 service' should have been included.

It was confirmed that the Managing Director of Compass had again revised the amount required for an off-peak service to continue from 1 September to 31 March 2020. This would require a further revision of the service by discontinuing the Saturday route, as this day was used the least, and thereby reducing the subsidy required to £8,000.

However, it was understood that the response received from Sompting Parish Council's survey was not sufficient enough for SPC to approve a contribution towards the subsidy but were more likely to investigate other community transport schemes to suit residents' needs.

Some Members were disappointed by a few of the survey results, especially the fact that 42% of respondents owned their own mode of transport, albeit 52% of respondents used public transport 100% of the time. Members were also reminded that from the original data supplied by Compass, 91% of users did not pay due to possessing a free bus pass.

Notwithstanding, it was recognised that this service prevented a lot of older residents from experiencing social isolation and the retention of it would be a benefit to the community. However, Members accepted that if they did agree for the service to be subsidised by this Council until the end of March 2020, details of the service should be actively be promoted to encourage more usage, especially from paying users, and that Compass must provide usage data to establish whether ongoing funding by this Council is worthy of consideration.

Resolved – (a) That £8,000 be committed from General Reserves towards the sum of money required to retain the revised Compass number 16 bus service until the end of March 2020.

(b) That details of the service be actively promoted to encourage additional usage.

(c) That Compass provides detailed passenger usage data for scrutiny by Members to determine whether the service should continue to be funded by this Council.

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

Pursuant to Council Minute 15/May/19, the schedule of Council and Committee meetings during the Municipal Year 2019/20 had been amended accordingly to take account of the 2020 May elections.

Resolved – That the schedule of Council and Committee meetings during the Municipal Year 2019/20, as now submitted, be approved.

32.8 Consultation - Relocation of Lancing Dental Clinic

Sussex Community NHS Foundation Trust was seeking views in respect of proposed changes to the relocation of the special Care Dental Service, currently based at Lancing Health Centre, to ensure it remained suitable for patients, now and in the future, and where possible, where improvements to the service can be made. The consultation paper had been circulated for Members' information prior to the meeting, with the deadline for comments being 23 August 2019.

Resolved – That the Council holds no view in respect of the matter.

32.9 Future High Street Fund update

Pursuant to Council Minute 94.2ii/Mar/19, it was confirmed that Adur & Worthing Council's initial bid to the Government's Future High Street Fund for improvements to Lancing had not been successful.

Detailed feedback as to why it was unsuccessful had not yet been received, but it was likely that AWC would re-submit to the next round in early 2020. This would provide AWC with the benefit of observing the successful places, gauge how they applied and for what interventions.

Resolved – That the information be noted.

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

It was reported that West Sussex County Council would be carrying out some upgrade works along the coastal shared path shortly, including the stretch between Beach Green and Widewater. This involved additional 'share with care' signage and markings and installation of 2 cycle repair stations, which required this Council's approval.

Resolved – That West Sussex County Council's request to install cycle repair stations at Beach Green and Widewater be approved.

32.11 Survey on WSCC County Local Committee meetings

It was reported that WSCC's Governance Committee had set up a working group to review County Local Committees (CLCs). The working group aimed to review the purpose, role and effectiveness of CLCs, review WSCC's approach to community engagement and development, including support to the member role in the community and explore opportunities for savings.

The group needed the help of local councils to gather views on the value and purpose of their local CLC meetings through a survey, which was completed during the meeting.

Resolved – That WSCC be advised of this Council's corporate response in respect of the CLC survey.

33. Other Matters:-

33.1 Lancing Parish Youth Council

The Minutes of LPYC's meeting on 19 June had been circulated for Member's information.

An outline of the Youth Council's 'A Safe Place by the Sea' scheme, whereby local shops, following a set of guidelines, could act as a bolthole for a vulnerable person, which required the Council's support.

Resolved – That support be given to the Youth Council's 'A Safe Place by the Sea' scheme.

33.2 Lancing Vision Group

It was confirmed that the Adur West Capital Project Group were also looking at having designs drawn up for lamp post banners. The outcome of this was awaited to ascertain whether the final design could also be used in Lancing.

Resolved – That the information be noted.

33.3 Keep Lancing Safe

It was reported that drug paraphernalia continued to be found all around Lancing and that the project to set up additional youth activities remained ongoing.

Members were also advised that a key volunteer of Keep Lancing Lovely and Keep Lancing Safe, Dinah Wheatley, had unfortunately passed away. The Council's condolences were extended to her friends and family and it was agreed that the Council would support any request received for a memorial to Dinah, within reason.

Resolved – That the information be noted.

NOTE – It was agreed at this point for the meeting to overrun after 9.00pm.

33.4 Climate Emergency

The core Working Group met informally on 15 July and the outcomes of the meeting included the fact the group had expanded to include representatives of Sompting Parish Council, Lancing Traders Association and interested members of the community, with headings around working in partnership and emerging themes for climate action being explored.

Resolved – That the information be noted.

34. Report(s) of Representatives on Outside Bodies

Albion in the Community's Community Pitch Management Committee 2018 Annual Review had been circulated for Member's information.

Resolved – That the information be noted.

35. Future Agenda Items

None.

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

Following the introduction of an Auto Number Plate Recognition System at Beach Green car park in January 2019 and pursuant to Council Minute 18.1/May/19, District Enforcement Ltd had subsequently provided data as requested. Members were asked to note that the report was confidential as it contained commercially sensitive information.

Members were reminded that the current License Agreements for Beach Green and Widewater car parks were due to expire 31 March 2020 and to consider whether any obvious changes or considerations in respect of the current license arrangements and operation of this Council's car parks needed to be made.

Given the submitted data, Members acknowledged that social media had given the view the situation was worse than what it actually was and were grateful by the professional way District Enforcement was managing the operation of the car park overall. It was agreed that the current Agreement should be respected.

However, it was felt that improvements to the pay machines could be made by having the ability to provide change and contactless pay facility and that the general queries/complaints process should be clarified, i.e. District Enforcement was the first point of contact.

Resolved – (a) That the current License Agreement for the operation of Beach Green car park be respected;
(b) That any changes regarding the operation of this Council's car park be considered by the Value for Money Sub-committee, for onward recommendation, prior to the service's tender process being carried out.

The meeting closed at 9.23pm.