

## Unconfirmed minutes

### **Joint Downland Area Committee (Incorporating Downland County Local Committee)**

4<sup>th</sup> July 2011 – At a meeting of the Committee held at 7.00 p.m. at The White Swan, Arundel.

#### **Present:**

**West Sussex County Council (WSCC):** Mrs. Coleman, Mr. Peters, Mrs Urquhart and Mr. Whittington.

**Arun District Council (ADC):** Councillor Mr Jones, Councillor Mr Bicknell, Councillor Mr Charles, Councillor Mr Haymes and Councillor Mr Dendle.

**Town/Parish Council representatives:**, Councillor Mr. Prior (Findon), Councillor Mrs. West (Aldinbourne), Councillor Mrs. Harriott (Arundel), Councillor Ms. Verrinder (Angmering), Councillor Mrs. Harriott (Lyminster & Crossbush), Councillor Mrs Brimblecombe (Slindon), Councillor Mr. White (Burpham), Councillor Mrs Viner (Patching), Councillor Mr. Roddham (Walberton) and Councillor Mrs Picton (Clapham), Councillor Mr Brown (Warningcamp), Councillor Bryan Curtis (Poling), Councillor David Phillips (Barnham). Also representatives from Clymping and Ford Parish Councils were in the audience

#### **In attendance:**

West Sussex County Council (WSCC): Martin Downy and Annette Harrison (Highways and Transport), Monique Smart (Democratic Services), Mike Elkington (Strategic Planning Manager)

Arun District Council (ADC): Simon Meecham (Planning Policy Manager)

### **Chairman's Welcome**

1. The Chairman welcomed everyone to the meeting. She informed the meeting that following the local elections there had been a number of changes to the Membership of the Committee. New Members representing the District Council were Councillors Mr Peter Jones and Mr John Charles. New Members representing Parishes were Councillors Mr James Baird (Clymping), Councillor Trevor Brown (Warningcamp) and Councillor Mrs Picton (Clapham).

2. Apologies had been received from Councillors Richard Taft (Yapton) and Karl Roberts, Arun District Council.

3. The chairman also informed the Committee that this would be the last meeting that Martin Downy, Highways Manager, was to attend as he would be leaving the County Council to take voluntary redundancy. The Chairman introduced Annette Harrison who would be attending future JDAC meetings.

### **Appointments**

4. Following the decision that the chairmanship of the Joint Arun Area Committees should rotate amongst the three tiers, the Chairman for 2011/12 would be a District Councillor and the Vice Chairman would be a Parish Councillor. The Chairman also explained that the County Councillors would appoint a

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Chairman of the Downland County Local Committee and this appointed person would attend pre agenda meetings and lead on any County Council items at JDAC.

5. **Resolved** that the Chairman of the Downland County Local Committee for the forthcoming year be Nigel Peters.

6. **Resolved** that Councillor Mr Paul Dendle be appointed Chairman of JDAC for the forthcoming year.

7. **Resolved** that Councillor Ms Sylvia Verrinder be appointed as Vice Chairman of JDAC for the forthcoming year.

8. **Resolved** that the Memberships of Community Initiative Sub Group remain the same for the forthcoming year.

9. Councillor Mr Dendle thanked Mrs Coleman for chairing the meetings so well for the last year.

### **Declarations of Interest**

10. In accordance with the Members' Code of Conduct, the following personal interests were declared:

- Councillor Mr Haymes declared a personal interest in agenda item 10 as he knows two of the landowners.
- Councillor Mr Bicknell declared a personal interest in agenda item 10 as he works for Southern Water

### **Minutes**

11. **Resolved** – that the minutes of the Joint Downland Area Committee (JDAC) held on 4<sup>th</sup> April 2011 be confirmed as a correct record and be signed by the Chairman.

### **Progress Statement**

12. The Committee noted the progress statement (copy appended to the signed minutes).

### **Talk with us – public question time**

13. The Chairman invited questions from members of the public. Questions were asked to which responses were given, including those set out below:

- John Morris, Clerk to Clapham Parish Council, raised concerns about the current Traffic Regulation Order (TRO) assessment framework and the engagement score being too high. Mr Downy confirmed that this framework had been approved by the County Council Cabinet Member for Highways and Transport and suggested Mr Morris write to him with his proposals for change.
- Mike de Lara from Arundel Community Partnership thanked the committee for their support and Community Initiative Funding towards the Town Crier competition that was recently held in Arundel.

## **Community Police Issues**

14. The Chairman welcomed Chief Inspector Jane Derrick who provided an update on crime statistics and current issues and in the JDAC area. Chief Inspector Derrick confirmed that the new West Sussex Division had been effective since 1<sup>st</sup> April and the new model of policing was working well with response times being met. A number of issues were discussed including those set out below:

- Closer working relationship between the Police and HMP Ford regarding policies and procedures.
- Test Purchasing (Alcohol) is underway in the area.
- Decoy bikes with tracking devices have been used to tackle the increase in bike theft in the area.
- Sussex will be part of the pilot for the new non emergency 101 number.
- It was agreed that Chief Inspector Derrick would arrange for a Member of the Road Policing Unit to come to the next meeting of JDAC.
- Mrs Coleman requested further details on the statistics regarding criminal damage in Yapton. Chief Inspector Derrick agreed to get back to Mrs Coleman.
- Councillor Mr Bicknell requested that the part of Angmering Parish that falls in JDAC be included within future statistic reports to JDAC.
- Councillor Mrs West referred to a number of cars being damaged in Church Lane, Aldingbourne. Chief Inspector Derrick agreed to get Sergeant Carolyn Kindle to contact Aldingbourne to discuss this further.

15. Chief Inspector Derrick urged any Councillors or members of the public to report incidents as they occur and to contact her or one of her team with any problems or issues as they arise.

## **Public Order/Licensing Issues and the Night Time Economy in Arundel**

16. The Chairman introduced and welcomed Roger Wood, Chief Environmental Health Officer, Arun District Council. Mr Wood explained that as a result of a number of calls to the District Council regarding Anti Social Behaviour in Arundel, he thought it would be useful to highlight the role of Arun District Council as the Licensing Authority.

17. Mr Wood began by stating that the District Council must have regard to the licensing objectives which are Prevention of Crime and Disorder, Public Safety, Prevention of Public Nuisance and Protecting Children from Harm when granting or reviewing any application. Mr Wood also stressed that any Town or Parish Council that wished to have its own Licensing Policy must also reflect these objectives.

18. With regard to any reviews of licenced premises, Mr Wood confirmed that any interested party could request a review but that would need to be evidence based and a review would be undertaken by the Licensing Sub Committee. However issues are often resolved before it gets to the sub committee. Mr Wood added that if it is a noise problem then Environmental Health can assist in monitoring this to gather the necessary evidence. Some Members raised concern that objections at the licensing stage would not be valid until a problem occurs.

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19. The Chairman asked if the public can be made aware of any conditions associated with licenced premises and also if they are able to request any conditions to be added or reviewed. Mr Wood confirmed that this information was available on the Arun District Council website. Chief Inspector Derrick added that her officers carry out licence checks and she would encourage any Councillor or member of the public to report any incidences they become aware of to the Police so that they have evidence to enforce.

20. Members requested some guidance on licensing to be circulated with the minutes. Mr Wood undertake to send this to Monique Smart for circulation with the minutes.

21. The Chairman thanked Mr Wood and Chief Inspector Derrick for the clarification on this subject.

### **West Sussex Waste Plan and shortlist of Strategic Waste Sites**

22. The Committee considered a report by the Strategic Planning Manager (copy attached to the signed minutes). Mike Elkington, Strategic Planning Manager, West Sussex County Council, introduced the report which advised that a formal decision was made by the County Council on Friday 13th May 2011 to commence the preparation of a West Sussex Waste Plan which would include the allocation of strategic waste sites that would help to meet shortfalls in capacity for the transfer, recycling, treatment, and disposal of all waste in West Sussex.

23. From a 'long list' of 35 potential waste sites, a shortlist of nine preferred waste sites for new built waste management facilities had been identified. Three sites were located within the Joint Downland Area:

24. Technical work required to assess the preferred sites was currently ongoing and this included transport, access and routing. A decision about which sites should go forward as allocations in the Waste Plan would be made by County Council in October 2011.

25. A number of issues were discussed including those set out below:

- Mitigation in terms of HGV Movement. Mr Elkington confirmed that a desktop study had been undertaken but the technical work currently underway would provide more detail.
- Regarding Advisory Lorry Routes, Members requested that HGV routing be robust to ensure that any impact on neighbouring roads is avoided.
- Members were surprised that most of the alerts where green and the impact on the neighbouring roads was not referred to in the report.
- Poling Parish Council noted that the report mentioned local consultation but they disputed whether this had happened.
- Mr Elkington confirmed that the proposed sites are being visited as the technical work is undertaken.
- Mr Elkington confirmed that highway safety would be considered as part of the transport assessment
- Mr Elkington confirmed that any detail regarding the sites would be considered further at the planning application stage.

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26. Resolved – That the comments made by Committee members at the meeting be submitted as part of the informal consultation.

### **Community Initiative Funding (CIF)**

27. The Committee considered a report by the Head of Legal and Democratic Services (copy appended to the signed minutes), which sought decisions from the County Council Members of the Committee on the applications received under the CIF scheme.

28. Resolved – That Community Initiative Funding be allocated as follows:

**1552/JDAC** Arundel Agenda 21 Group, £3,500.00 requested towards installation costs for the drinking fountain, alternative water bags and awareness raising.  
**£750.00 granted.**

**1590/JDAC**, Arundel & Downland CLT, £1,500.00 requested towards Lido cabin re-roofing. **£750.00 granted**

**1635/JDAC** Slindon Forge, £2,256.25 requested towards architect and application fees for Forge redevelopment. **£1,500.00 granted.**

The County Councillors also decided to merge the Parish Initiative Fund with the Community Initiative Fund.

### **Authorisation for an application to Stop Up part of the Highway in Douglas Close, Ford.**

29. The Committee considered a report by the Director Communities and Infrastructure and Service Manager Operations (copy appended to the signed minutes), which sought a decision from the County Council Members of the Committee

30. The County Council had received a request that an area of highway in Douglas Close, Ford, should be stopped up. The County Council as the highway authority has confirmed that the land in question is no longer needed for highway purposes.

31. Resolved that the County Council Members of the Joint Downland Area Committee authorise the Head of Democratic and Legal Services to make an application to the Magistrates Court to Stop Up the part of the public highway and also to appoint external solicitors as agents to process the Highway Stopping Up application.

### **Priorities for Traffic Regulation Orders**

32. The Committee had before it a report by the Director of Communities and Infrastructure (copy appended to signed minutes). The report outlined arrangements for Traffic Regulation Orders (TROs) and asked the County Council Members of the Committee to approve the priority order for implementing TROs in 2011/12 within the JDAC area as set out in the Appendix. A number of issues were discussed including those set out below:

- Councilor Mr Peter Jones questioned why a 20 mph limit was needed in the Street, Clapham when the speed assessments recorded no vehicles

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over 30mph. Mr Downy confirmed that the speed assessments met the speed limit criteria for a 20mph limit and a local petition had been submitted in favour of 20mph.

- Councilor Mrs Lynn Pickton stated that the Clapham Parish Council did not support the 20mph speed limit for The Street, Clapham and felt very strongly that public money should not be spent on something they felt was just a 'feel good' factor. Councilor Mrs Lynn Pickton requested that this priority be removed from the list.
- Mrs Deborah Urquhart stated that the scoring of the 20mph speed limit for The Street, Clapham, did reflect the objections of the Parish Council but also reflected the support of the local residents and the professional judgment of officers. Mrs Urquhart recommended that this remain in the priority list as it currently stood.

33. Resolved that the County Council Members of the Committee approve the priority order for implementing Traffic Regulation Orders within the Downland Area as set out in the Appendix.

### **Appointment of Authority School Governors**

34. The Committee considered a report by Director of Operations Learning (copy appended to the signed minutes), which set out proposed nominations to school governing bodies and the criteria for their appointment and sought decisions from the County Council Members of the Committee on the applications received.

35. Resolved that the following be appointed as School Governor:

- Mr R Wallace to Barnham Primary School for a term of 4 years.

### **New Homes Bonus**

36. The Committee considered a report by the Assistant Director of Planning & Housing Strategy, regarding Arun District Council decision to distribute New Homes Bonus funding (Arun District Council portion) via the Joint Arun Area Committees. The recommendation asked the Parish and Town Councils to determine the governance arrangements for agreeing the expenditure of the £17,000 allocated to the JDAC area. Simon Meecham, Planning Policy Manager, confirmed that the money could be spent on anything and was not ring fenced.

37. One suggestion was to use the money to improve existing cycleways. Another suggestion was to add the money to the LAA Reward grant money that already has a sub group in existence and is looking to improve broadband access and afterschool activities for young people living in rural areas. This suggestion received a vote of 4 Parish Councils in favour and none against. No other suggestions were forthcoming.

38. Resolved that the £17,000 New Homes Bonus allocated to JDAC be added to the LAA Reward Grant Money and used by the Sub group already in existence.

## **Area Action Plan**

39. The Chairman referred Members to the Area Action Plan previously circulated. The Committee discussed a number of issues, which included those set out below:

D12. The Chairman confirmed that the meeting with Nick Herbert MP unanimously backed the long-proposed 'pink blue' route for a full bypass of Arundel. There was strong and united opposition to proposals for a so-called 'online' road improvement along part of the A27 and the existing town bypass. Although this was a cheaper option than an offline bypass, it was felt that it would be intrusive and cut the town even more in two than currently the case.

## **Items to be raised by Town and Parish Council representatives**

40. Councillor Mrs Lynn Picton requested that future reports make it clearer when decisions are just for County Councillors rather than all Members of JDAC.

41. Councillor Mr Mike Roddham proposed that JDAC request traffic movement surveys so when planning applications come up there is clear information available to access the impact of increased traffic and HGVs. Mr Downy confirmed that roads are already regularly monitored and the survey results are presented to JDAC.

## **Items for at consideration at future meetings**

42. Suggested Items were confirmed as:

- Young People/Youth Council in Arun
- Changes in the Health Service – October 2011
- Update on the Localism Bill – January 2012
- Network Rail/Arundel Chord
- Infrastructure Planning and LDF
- Flood and Water Management Act (poss invite Environment Agency)
- Road Policing Unit to attend with Chief Inspector Jane Derrick

## **Date of next meeting**

43. The next meeting would take place on Monday 31<sup>st</sup> October 2011. Members wishing to place an item on the agenda should notify Monique Smart. Future dates for 2010/11 were noted.

The meeting closed at 9.10pm

**Chairman**