

Agenda Item 3

Joint Downland Area Committee (Incorporating Downland County Local Committee)

17 June 2013– At a meeting of the Committee held at 7.00 p.m. at The White Swan, Arundel.

Present:

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

Arun District Council (ADC): Councillor Mr Dendle, Councillor Mr Cooper, Councillor Mr Charles (Vice Chairman), Councillor Mr Dingemans, Councillor Mr Haymes and Councillor Mr Jones.

Town/Parish Council representatives: Councillor Ms. Verrinder (Angmering), Councillor Mrs. Harriott (Arundel), Councillor Mr Reeves (Barnham) Councillor Mrs Picton (Clapham), Councillor Mr Hockley (Clymping), Councillor Mr Allington (Eastergate), Councillor Mr Goldsworthy (Findon), Councillor Mr Ford (Ford), Councillor Mr Looker (Houghton), Councillor Mrs. Harriott (Lyminster & Crossbush), Councillor Mr Fox (Patching), Councillor Mrs Brimblecombe (Slindon), Councillor Mr Brown (Warningcamp), Councillor Mr Roddham (Walberton) and Councillor Mr Taft (Yapton).

In attendance:

West Sussex County Council (WSCC): Nick Burrell (Principal Community Officer), Monique Smart (Democratic Services Officer),

Arun District Council (ADC): Karl Roberts, (Assistant Director - Planning Services and Housing Strategy).

Chairman's Welcome

1. The Chairman welcomed everyone to the meeting including new Members, County Councillor Mrs Phillips and District Councillor Mr Cooper.
2. Apologies had been received from Councillor Mr Blows (Aldingbourne) and Councillor Mr Phillips (Barnham).
3. Apologies were also noted from Inspector Nick Bowman. The Committee expressed disappointment that the Police were unable to attend and also raised concerns about the lack of Police attendance at local Parish Council meetings.

Appointments

4. Following the decision that the chairmanship of the Joint Arun Area Committees should rotate amongst the three tiers, the Chairman for 2013/14 would be a County Councillor and the Vice Chairman would be a District Councillor.

5. **Resolved** that Mr Peters be appointed Chairman of JDAC for the forthcoming year.
6. **Resolved** that Councillor Mr Charles be appointed as the lead District Councillor of JDAC and therefore Vice Chairman of JDAC as confirmed at the Annual Arun District Council meeting on 22 May 2013.
7. **Resolved** that Councillor Miss Verrinder be appointed as the lead Parish and Town Council representative for the forthcoming year.
8. **Resolved** that the Memberships of the Community Initiative Sub Group be as follows for the forthcoming year:
- County Councillors Mrs Urquhart and Mr Whittington
District Councillor Mr Cooper
Town/Parish Councillor Mr Hockley
9. **Resolved** that the Membership of the Community Sub Group be as follows for the forthcoming year:
- Cllr Miss Verrinder (Angmering PC)
Cllr Mr Tu (Arundel TC)
Cllr Mr Roddham (Walberton PC)
Cllr Mr Dingemans (ADC)
Cllr Mr Dendle (ADC)
Mr Whittington (WSCC)
10. **Resolved** that Councillor Miss Verrinder be appointed as the JDAC representative and Councillor Mr Brown be appointed as the substitute representative to the Arun Conservation Area Advisory Committee for the forthcoming year.

Declarations of Interest

11. In accordance with the Members' Code of Conduct, the following personal interests were declared:
- Mr Peters declared a personal interest in agenda item 16, the Governor reappointment to Arundel Primary School.

Minutes

12. Resolved –that the minutes of the Joint Downland Area Committee (JDAC) held on 21 January 2013 are confirmed as a correct record and that they are signed by the Chairman.

Terms of Reference

13. The Terms of reference for the Committee were noted.

Progress Statement

14. The Committee had before it a progress statement on matters arising from the previous meeting (copy appended to the signed minutes). Members noted the statement.

15. Councillor Mr Dendle asked for progress regarding parking in Burpham Road. Principal Community Officer Mr Nick Burrell agreed to chase progress and get back to Mr Dendle.

Talk with us – public question time

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

- Mr Derek Waller from Arundel asked if West Sussex County Council can play its full part in relation to the Environment Agency's current proposals for new and improved flood defences in Arundel, including major contributions to the necessary funding. *Mr Peters responded stating that yes the County Council will play a full part in relation to the EA proposals and confirmed that he had contacted the relevant Cabinet Members to discuss further. With regard to funding Mr Peters stated that he was not in a position to confirm this but resolved to write to the Leader of the County Council asking for clarity. Mr Peters did make mention that the County Council had today launched a consultation on the Local Flood Risk Management Strategy and urged all Members to look at and respond to that. Mr Peters also stated that he hoped that Flooding and Drainage would be the main agenda item for the next JDAC meeting in September.*
- A local resident asked if any progress had been made regarding traffic calming on the A284 Lyminster Road at the sections where it was still 60mph. *Principal Community officer, Mr Nick Burrell responded stating that data had been collected and it would be added to the Traffic Regulation Order (TRO) list to be prioritised by Members at a future meeting. Mr Burrell did explain that this process was subject to a scoring system and members could only progress a certain number of schemes each year.*
- Mr Michael Tu from Ford asked if it was true that the old Tarmac site in Ford had been sold to Grundon Waste and will become an incinerator and whether the local roads could cope with the associated traffic. *Mr Peters responded stating that yes Grundon have bought the site and are actively pursuing its use for waste management purposes. In advance of a planning application being submitted to the County Council in autumn 2013, Grundon have formally requested a scoping opinion from the Council about the likely significant environmental effects of the proposed development. Mr Peters undertook to forward Mr Tu some further information with regard to the proposals. Mr Whittington added that when it gets to Planning stage then the County Council can agree routing agreements.*

Area Action Plan

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

- It was agreed that Assistant Director, Mr Karl Roberts would chase Network Rail regarding the temporary works car park opposite Ford Station and the possibility of this being used as a permanent car park in the future.
- Councillor Mr Dingemans raised the issue of Broadband in rural areas and stated that the National Park were also looking into this. Councillor Mr Dendle stated that the Arundel exchange needs to be fibre optic and was hoping that the West Sussex procurement would have that as a goal. Councillor Mr Fox explained that the patching exchange also needed upgrading. Principal Community Officer, Mr Nick Burrell agreed to look into this.
- It was agreed that Flooding and Drainage would be a main agenda item for the next meeting and members requested that Southern Water and the Environment Agency as well as County Council officers be invited to attend. Councillor Mr Dendle raised the issue of the Environment Agency not desilting rivers. The Chairman agreed to write to the EA about this and also ask them along to the next meeting.
- Councillor Ms Caroline Harriott raised concern that the Lyminster bypass would go ahead before any improvements to the A27 and asked for assurance that they would be joined up projects. The Chairman stated that this was entirely dependent on funding as the A27 was Highways Agency and the Lyminster bypass is West Sussex County Council but that he would ensure that the importance of this to both. The Chairman also confirmed that the suggested improvements for the A27 would be subject to consultation.

Prevention and Wellbeing Grants 2013/14

18. The Chairman introduced the report by the Director of Public Health, West Sussex County Council (copy attached to the signed minutes). The report set out the prevention & wellbeing commissioning objectives for 2013 along with the Prevention and Wellbeing Grant applications received for 2013/14. It also identified how the grants were spent in 2012/13. Grants are awarded annually on merit in relation to the application and awarding criteria. The criteria reflect countywide and service area objectives, as well as specific local needs.

19. Each County Local Committee (CLC) was allocated budget in proportion to the adult population in each area based upon information gained from the 2011 Census.

20. Resolved - That the County Council Members of the Committee considered the Prevention and Wellbeing Grant applications as set out in Appendix C and allocated funding as follows:

- (i) The following applications were approved: -

- 4 sight (ref TL047) - £379.35
- Arundel & Downland Com Leisure Trust (ref TL030) - £1500
- Cruse West Sussex (ref DR030) - £165
- Enable Me (ref DN11) - £1324
- Evergreen 50 (ref TL004) - £500
- Headway Bognor (ref TL008) - £384.61
- LifeCentre (ref DN16) - £150
- PBC Foundation (ref TL048) - £8.04
- SASBAH (ref TB05) - £266
- St Barnabas House (ref DR014) - £250
- Village Friends (ref TL031) - £1000

(ii) The following applications were declined: -

- ACCT (ref TL018) Declined as concern that a bus does not provide the interaction needed and may not reach those really in need.
- Clymping Parish Council (ref TL046) Declined as there is a separate grant stream for Neighbourhood Plans and does not fit well with the criteria for Prevention and Wellbeing
- Friends, Family and Travellers (ref DR033) Declined as duplicates a service already provided by the County Council
- In Safe & Caring Hands (ref BB0017) Declined due to the County Council having just commissioned a contract with WRVS for a very similar service.

Infrastructure Plan Priorities

21. The Committee received the report by the Director of Communities Commissioning and the Community and Economic Development Manager, West Sussex County Council (copy appended to the signed minutes). The Chairman asked the Principal Community Officer, Mr Nick Burrell to briefly introduce the report.

22. Mr Burrell explained that the County Council Members of the Committee are asked to note the inclusion of the Community Issues List within the Local Infrastructure Plan and the on-going areas of work associated with identifying new priorities.

23. The Committee discussed a number of issues, which included those set out below:

- Mr Whittington stated that item 11 on the list was progressing well and therefore urgency was needed in relation to items 12, 13 and 14.
- The footpath to Arundel Station. The Highways Agency have said they will review the future of the crossing once the footpath project had been completed.
- Councillor Mr Brown confirmed that Warningcamp Parish Council had confirmed support for the speed limit reductions. Mr Nick Burrell agreed to arrange a meeting to move this forward.
- It was agreed that Mr Nick Burrell would update the Community Issues List and recirculate prior to the next meeting.

Expenditure of developer contributions for play facilities arising from new housing developments.

24. The Committee considered a report by Assistant Director Planning and Housing Strategy, Arun District Council, that sought the Committees approval on how developer contributions should be spent on children's play provision.
25. **Resolved that** the Committee agree to recommend to the Cabinet Member for Environmental Services that he approves the expenditure proposals for the sites identified, as set out in the appendix attached.

Community Initiative Funding

26. The Committee considered a report by the Head of Law and Governance, West Sussex County Council (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.
27. Mr Colin Dick from Burpham and Warningcamp Cricket Club confirmed that their application had been revised as they had raised funds for the roller. Therefore the application is just for the nets for the colts.
28. Resolved that the County Councillors of the Joint Downland Area Committee considered the Community Initiative Funding applications and allocated funding as follows:

1) The following applications were approved: -

- 5/JDAC** Burpham & Warningcamp Cricket Club, £500
6/JDAC St John Ambulance Littlehampton Unit, £150
35/JDAC Arundel Art Society, £1000
42/JDAC Aldingbourne Community Sports Centre, £500
53/JDAC Arundel Bowling Club, £500
64/JDAC Burpham Village Committee, £750
74/JDAC Arundel Museum Society, £1000

2) The following applications were declined: -

- 27/JDAC** Clymping Parish Council. Declined due to the Parish Council being a precepting authority.
62/JDAC Arundel Food Festival. Declined due to funds being recommended for approval from the District Council 'Community Fund'.

Community Grant Applications

29. The Committee considered a report by the Assistant Director, Planning & Economic Regeneration, Arun District Council (copy appended to the signed minutes), which sought decisions from the Committee on the applications received under the grant scheme.

30. Resolved that the Committee agrees to grant requested funding of £2,265 from Arundel Food Festival for:

- Brochure design - £275
- Brochure printing - £740
- Design and print for flyers/posters - £300
- Updating website with new programme content - £450
- Cookery demonstration - £500

31. Mr Karl Roberts stated that money was still available and would encourage parishes and local organisations or groups to come forward with bids.

Appointment of Authority School Governors.

32. The Committee considered a report by Head of Learning, West Sussex County Council (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.

33. Mr Peters declared a personal interest in the application for reappointment at Arundel C of E Primary School and stated he would not vote on that appointment.

34. Resolved that the following be approved for re-appointment as Authority School Governor:

- Mr Mr C Heriot to St Philip's Catholic Primary School for a 4 year term
- Mr R Beresford to Westergate Community School for a 4 year term
- Mr AGR Elkin to Slindon CEP School for a 4 year term

Resolved that the following be declined for re-appointment as Authority School Governor:

- Ms D Bayley to Arundel CEP. Declined based on the information County Councillors had received from Governors Services.

Items to be raised by Town and Parish Council representatives

35. The Committee considered a paper (copy appended to the signed minutes), from Walberton Parish Council regarding Arun District Council Officer Scheme of Delegation. Councillor Mr Roddham introduced the paper and asked the Committee to protest the inclusion of the word non-householder in the exceptions to the Arun District Council Development Control and Management scheme of delegation of powers

36. Mr Karl Roberts stated that the changes do not change the ability of anyone to make representation but that it will streamline the process of which applications go to planning committee and which are refereed for officer agreement. It is hoped this will allow planning committee to focus on more substantive issues. Mr Karl Roberts did also state that very few Parish Councils request to speak at planning committees.

37. Many Members spoke in support of Walberton Parish Councils paper and it was agreed that Mr Karl Roberts would feed these views into a meeting he was attending tomorrow to discuss this further.

38. Mr Karl Roberts did also mention that Arun District Council have recently agreed a pilot with Littlehampton Town Council to delegate powers on minor planning applications. Members welcomed this but made Mr Karl Roberts aware that smaller Parish Councils would not have the resources or expertise to do this.

39. Councillor Ms Verrinder stated that the Conservation Advisory Committee was conducting area assessments to look at any areas that would like to be upgraded to conservation areas. If Members had any areas they would like included in the assessments please let her know. Parishes also requested to know if they were already on the list and if so inform them when assessments would be undertaken.

40. Councillor Mr Dingemans stated that the South Downs National Park Management Plan was out for consultation tomorrow and he urged Members and Parish Councils to look at and respond.

41. Councillor Ms Verrinder also reported that Angmering had recently been successful with two bids to the Operation Watershed Active Communities Fund and urged any parishes with flooding or drainage related problems to speak to Mr Nick Burrell about this fund.

Items for at consideration at future meetings

42. The following items were agreed as possible future items:

- Flooding and Drainage – September 2013
- South Downs National Park and Arun District Council Local Plan update
- Presentation about the Slindon affordable housing project
- WSCC Infrastructure Planning Priorities – September 2013.

Date of next meeting

43. The next meeting would take place on Monday 9 September 2013 at Barnham Village Community Hall. Members wishing to place an item on the agenda should notify Monique Smart.

The meeting closed at 8.35pm

Chairman