

## Agenda Item No.3 Unconfirmed minutes

### Joint Downland Area Committee

4 July 2016– At a meeting of the Committee held at 7.00 p.m. at The White Swan Hotel, Arundel.

Present:

West Sussex County Council: , Mrs Phillips, Mrs Urquhart and Mr Whittington

Arun District Council: Councillors: Mr Charles (Chairman), Mr Cooper, Mr Dingemans and Mr Ambler.

Town/Parish Council representatives: Councillors: Mrs A Harriott (Arundel), Mr Tomkins (Clapham) Mrs Carole Adler (Clymping), Mr Goldsworthy (Findon), Mr Ford (Ford), Mr Looker (Houghton), Mr Hulmes (Lymminster & Crossbush), Mrs Brimblecombe (Slindon), Mrs Wallsgrove (Walberton) and Mr Pickthall (Yapton)

Officers: Karl Roberts, Director (ADC), Monique Smart, Democratic Services Officer (WSCC) and Peter Lawrence, Principal Community Officer (WSCC).

### Chairman's Welcome

1. The Chairman welcomed everyone to the meeting.
2. Apologies had been received from Councillors: Mr Peters, Mr Beaton, Mr Wensley, Mrs Francis, Mr Tompkins and Mr Humphris.

### Appointments

3. Following the decision that the Chairmanship of the Joint Arun Area Committees should rotate amongst the three tiers, the Chairman for 2016/17 would be a County Councillor and the Vice Chairman would be a District Councillor.
4. **Resolved** that Mr Peters be appointed as the Chairman of JDAC and Chairman of the Joint Downland County Local Committee (CLC). In the absence of Mr Peters, Cllr Mr Charles remained as Chairman for this meeting.
5. **Resolved** that Councillor Mr Charles be appointed as the lead District Councillor and Vice Chairman of JDAC.
6. **Resolved** that Councillor Mr Beaton be appointed as the lead Town and Parish Councillor.
7. In the absence of the appointed lead County Councillor and lead Town and Parish Councillor, Mrs Urquhart was appointed as the CLC Chairman and Vice Chairman for this meeting only.
8. **Resolved** that the membership of the Community Initiative Funding (CIF) Sub Group for 2016/17 be as follows:

Mrs Urquhart (WSCC)  
Mr Whittington (WSCC)

Cllr Mr Wensley (ADC)  
Cllr Mrs Harriott (Parish/Town Council)

9. **Resolved** that the membership of the Community Projects Sub Group of JDAC for 2016/17 be as follows:

Cllr Mr Dendle (ADC)  
Cllr Mr Dingemans (ADC)  
Mr Whittington (WSCC)  
Cllr Tu (Arundel TC)  
Cllr Mr Pickthall (Yapton PC)  
Cllr Mrs Wallsgrove (Walberton PC)

10. **Resolved** that Councillor Mr Clive Wicks from Crossbush and Lyminster Parish Council be appointed as the JDAC representative on the Arun Conservation Area Advisory Committee and Councillor Mrs Brimblecombe be appointed as the substitute.

### **Declarations of Interest**

11. The following personal interests were declared:

- Cllr Mrs Sue Wallsgrove declared a personal interest in agenda Item 9 application number 1008 as a member of Walberton Parish Council.
- Monique Smart, Democratic Services Officer, declared a personal interest in agenda item 9 application number 1002 as a member of Arundel Cricket Club.

### **Minutes**

12. Resolved – that the minutes of the Joint Downland Area Committee (JDAC) held on 14 March 2016 are confirmed as a correct record and are signed by the Chairman.

### **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 (responses in italic):

- Mr Mills from Yapton referred to a recent communications with Ben Whiffin, Highways Manager, about speeding and traffic issue in and around Church Road, Yapton. He stated that a local Speed watch group was being set up but they requested the support of the County Council to implement a Traffic Regulation Order (TRO). *Mrs Phillips, the local County Councillor for Yapton, stated she was aware of the issues raised and supported the community in getting a traffic assessment and would speak to Ben Whiffin to try and progress this. Mr Whittington reminded Mrs Phillips and Mr Mills of the process for requesting a TRO and this was outlined in Ben Whiffins recent letter. The request can be submitted online but would need to include evidence of community support and need. If the request gets through an initial scoring process it will come before JDAC to prioritise alongside other*

*such requests for the area. Mrs Phillips agreed to follow this up with Highways.*

- Mr Gayler from Hammerpot thanked JDAC for their continued support in resolving flooding and drainage issues at Hammerpot. Highways England dug the ditch to the south of the A27 and water from our ditches on the north side has been flowing well since this was done in October 2015. In June 2015 Highways England advised they had funding for 2015/16 to design additional culvert capacity at Hammerpot, with the plan being to carry out the works in the following financial year 2016/17. To date we have not had any update and asked if WSCC were aware of any progress. *Mrs Urquhart responded stating that WSCC had chased Highways England for a response and would forward this on to Mr Gayler as soon as received. Mr Whittington stated he had recently received new contact details from Highway England and would circulate them to JDAC via Monique Smart.*

## **Community Policing Update**

14. The Chairman welcomed Sergeant Jon Chapman who provided an update on Neighbourhood Policing in the JDAC area. A number of issues were discussed including those set out below:

- The restructure of the PCSOs would start from 4 July. This included Arun and Chichester teams being used as one resource and PCSOs being deployed where needed. PCSOs were also undertaking training to upskill. Full details of this will be communicated to Parish Councils and via social media.
- The team would be more mobile and make better use of mobile technology and work from satellite hubs such as libraries.
- A campaign was underway to encourage residents not to leave valuables in cars as there had been an increase in thefts from vehicles.
- Sargent Chapman agreed to forward any information in relation to the ongoing anti-social issue in Yapton to Mr Pickthall of Yapton Parish Council.

15. The Chairman also welcomed Trevor Leggo from Sussex Association of Local Councils (SALC) who provided an update about Community Wardens and Business Wardens. With regard to Community Wardens he explained that last year the Police and Crime Commissioner made £90k available to part fund four two-year pilot schemes across Sussex. So far no schemes have developed in West Sussex but one was due to start in Forest Row in East Sussex and funding was still available for other interested Town or Parish Councils. He explained that Community Wardens are not intended to replace PCSOs but would assist with low level anti-social behaviour, engage with schools and youth clubs, assist with queries and report road and other defects. With regard to Business Wardens Mr Leggo confirmed that they are running successfully in Bognor Regis and Littlehampton and soon to be launched in Arundel.

## **Area Action Plan**

16. The Chairman referred Members to the Area Action Plan previously circulated. The Committee noted the Action Plan and the following points were made:

- Councillor Mr Hulme commented that Lyminster and Crossbush Parish Council were disappointed with the delay of the Lyminster bypass.
- Councillor Mr Dingemans asked if anything could be done to progress the cycleway from Ford Station to Arundel ahead of the Arun local plan being approved. Mr Karl Roberts confirmed that various funding options were being looked into that may help with a feasibility study. Mr Whittington confirmed that he was soon to meet with Karl Roberts and Officers from WSCC to discuss this.

## **Community Initiative Funding**

17. The Committee considered a report by the Director of Law, Assurance and Strategy, West Sussex County Council (copy appended to the signed minutes), which sought a decision from the County Council Members of the Committee on the applications received under the Community Initiative Funding (CIF) scheme. The Committee debated the respective merits of the projects for which funding was sought.

18. The County Councillors on the Committee resolved that Community Initiative Funding be allocated as follows:

The following applications were approved: -

996/JDAC - Aldingbourne Allotment Association, £2,361.00, for providing storage a community garden and relaxation area.

1002/JDAC – Arundel Cricket Club, £2,500.00, to replace the existing sight screens.

1010/JDAC - Barnham Community Centre Charitable Trust, £2,441.72, for the purchase of several smaller tables.

The following application was declined: -

1008/JDAC – Walberton Parish Council, £1,950.00, towards refurbishment of Finger Posts. Members confirmed that the application did not comply with the CIF criteria as the applicant was a Parish Council (a precepting authority). It was recommended that the application be considered for approval by the District Council Grant Fund that does allow Parish Councils.

## **Community Grant Applications**

19. The Committee considered a report by Director, Arun District Council (copy appended to the signed minutes), which sought a decision from the Committee on the applications received under the Community Grant fund. The Committee also agreed to consider the application from Walberton Parish Council that had been submitted by declined by the Community Initiative Fund.

20. The Committee resolved that Community Grant be allocated as follows:

- £2,000 to fund a new metal bench to replace the present wooden bench in Slindon Village.
- £1,950 towards refurbishment of Finger Posts in Walberton.

21. Mr Karl Roberts informed the Committee that the fund had about £40k remaining as it had been added to each year and not receive large numbers of applications. He suggested that the Parish and Town Councils consider supporting the principle of supporting grant funding to facilitate single community projects(s). This was agreed.

### **Nominations to School and Academy Governing Bodies**

22. The Committee noted the vacancy in the JDAC area.

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

23. The Chairman invited questions from Town and Parish representatives on the Committee. The following issues were discussed:

- Mr Whittington drew members attention to the announcement that the A27 Chichester consultation was due to start on 14 July. He encouraged all Members to try and attend one of the roadshow sessions and respond to the consultation. He made particular reference to proposals for the Oving crossroads as they would have an effect on local traffic from the JDAC area travelling to Chichester. It was agreed that Monique Smart would forward details of the consultation roadshow to all JDAC Members.

### **Items for Future Meetings**

24. The following items were agreed for consideration at future meetings:

- Update on Cycling and Cycling Strategy – September/November 2016
- A27 (public consultation is expected in spring/summer 2016 for Chichester and Spring 2017 for Arundel))
- Hydro Carbon Licence (when government legislation is published)
- Section 106 process (District Council allocations) – September/November 2016

### **Date of Next Meeting**

25. The Chairman confirmed that the next meeting of the Committee would take place on Monday 26 September 2016 at the White Swan Hotel, Arundel.

The meeting closed at 8.06pm