

**Minutes of a meeting of Council
held on Wednesday, 12th December, 2018
from 7.00 pm - 7.44 pm**

Present: B Forbes (Chairman)
C Trumble (Vice-Chair)

| | | |
|-----------------|-------------------|----------------|
| J Ash-Edwards | T Dorey | N Mockford |
| A Barrett-Miles | D Dorking | P Moore |
| E Belsey | S Ellis | H Muddin |
| J Belsey | S Hansford | G Rawlinson |
| M Belsey | C Hersey | R Salisbury |
| L Bennett | M Hersey | L Stockwell |
| M Binks | C Holden | D Sweatman |
| P Bradbury | A Jones | M Thomas-Atkin |
| H Brunsdon | J Knight | N Walker |
| C Catharine | Anthea Lea | G Wall |
| R Cherry | J Llewellyn-Burke | N Webster |
| R Clarke | A MacNaughton | J Wilkinson |
| P Coote | G Marples | P Wyan |
| R de Mierre | G Marsh | |

Absent: Councillors A Boutrup, C Fussell, S Hatton, G Heard,
J Landriani, Andrew Lea, E Matthews, K Page, P Reed,
A Watts Williams and R Whittaker

Also Present: Councillors

1. OPENING PRAYER.

The opening prayer was read by the Vice-Chairman.

2. TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE 9.

None.

3. TO CONFIRM THE PREVIOUS MINUTES OF THE MEETING OF COUNCIL.

The minutes of the meeting of Council held on 31 October 2018 were agreed as a correct record and signed by the Chairman.

4. TO RECEIVED DECLARATIONS OF INTEREST FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA.

In relation to the Leader's Report at item 12, Councillor Jones declared an interest in relation the Health and Social Care Committee as a West Sussex County Councillor. Councillor Ash-Edwards declared an interest regarding the 6th form college provision, as Chairman of the Sussex Learning Trust and a National Leader of

School Governance.

5. TO CONSIDER ANY ITEMS THAT THE CHAIRMAN OF THE COUNCIL AGREES TO TAKE AS URGENT BUSINESS.

None.

6. CHAIRMAN'S ANNOUNCEMENTS.

The Chairman thanked everyone who attended his Civic Service held on Sunday 9 December at St Leonard's Church, Turners Hill, and also thanked the Officers involved in arranging the service. He also took the opportunity to thank the Democratic Services team for their support throughout the past two years.

7. REVIEW OF MEMBERS' ALLOWANCES 2019/2020.

Neil Gershon, Chairman of the Remuneration Panel introduced the report. He noted that the Panel proposed to implement the final year of the four year plan (approved in 2015) to bring the basic allowance up to £5,000 by May 2019/20. Councillor Thomas-Atkin proposed that the report be approved, and thanked Mr Gershon and Mr Rowe for their time in producing the report. This was seconded by the Leader, Councillor Wall who echoed the thanks to the Remuneration Panel and noted the significant progress which has been made over the past 4 years in forming a robust scheme for Member's allowances.

As there were no questions, the Chairman took Members to the recommendations, which were agreed unanimously.

RESOLVED

Council agrees:

To adopt the scheme of allowances for the financial year 2019/20.

8. PRIVATE SECTOR HOUSING ENFORCEMENT POLICY.

Councillor Walker introduced the report and clarified that the Council were being asked to approve the full policy as detailed from p.38 to p.62 of the Council papers. He drew Members attention to the policy context on p.27, paragraph 11 whereby the Council has a legal duty to keep housing conditions in its area under review with a view to identifying any action that may need to be taken, and noted that the policy had been endorsed by the Scrutiny Committee for Community, Housing and Planning at its recent meeting. This was seconded by Councillor Webster who clarified that the policy and enforcement powers are applicable to both private and social housing providers in equal measure.

The Chairman took Members to the recommendation, which was agreed unanimously.

RESOLVED

Council agrees:

(i) To approve the Private Sector Housing Enforcement Policy.

9. COUNCIL TAXBASE 2019/20.

Councillor Llewellyn-Burke introduced the report noting that all Towns and Parishes had been informed, and that once again there is a decrease in council tax support discounts. The report was seconded by Councillor Ash-Edwards.

The Chairman took Members to the recommendations, which were agreed unanimously

RESOLVED

Council approved that:

(a) Pursuant to the Head of Finance's report and in accordance with the Local Authorities (Calculation of Tax Base) (Amendment) (England) Regulations 2003, the amounts calculated by Mid Sussex District Council as its tax base for the whole area for the year 2019/20 shall be 60,707.5 and for each parish area for the year 2019/20 shall be:

| | |
|--------------------------------|----------|
| Albourne | 306.0 |
| Ansty & Staplefield | 1,010.2 |
| Ardingly | 739.2 |
| Ashurst Wood | 754.3 |
| Balcombe | 839.7 |
| Bolney | 637.4 |
| Burgess Hill | 11,916.7 |
| Cuckfield | 1,679.5 |
| East Grinstead | 11,418.5 |
| Fulking | 146.7 |
| Hassocks | 3,389.9 |
| Haywards Heath | 11,940.8 |
| Horsted Keynes | 692.6 |
| Hurstpierpoint & Sayers Common | 3,049.9 |
| Lindfield | 2,841.4 |
| Lindfield Rural | 1,455.5 |
| Newtimber | 42.2 |
| Poynings | 134.1 |
| Pyecombe | 127.1 |
| Slaugham | 1,297.5 |
| Turners Hill | 597.1 |
| Twineham | 138.8 |
| West Hoathly | 934.8 |
| Worth | 4,617.6 |

10. RECOMMENDATIONS FROM CABINET

The Chairman introduced the report and took Members to the recommendations, which were agreed unanimously.

RESOLVED

Council approved:

- (i) that £9,188 grant income relating to Transition to Universal Credits and for Removal of Temporary Accommodation from Universal credits be transferred to Specific Reserve as detailed in paragraph 22 of the Cabinet report;
- (ii) that £8,244 grant income relating to Assisted Digital Support and Personal Budgeting support for Universal credits and final Universal credits Local Authority Universal support payment for 2017/18 be transferred to Specific Reserve as detailed in paragraph 23 of the Cabinet report;
- (iii) that £12,211 grant income relating to Universal credits: Management, Support for Housing Expertise, Housing Benefit Natural Migration and Housing Benefit Debt Migration be transferred to Specific Reserve as detailed in paragraph 24 of the Cabinet report;
- (iv) that £117,268 be transferred to Specific Reserve as detailed in paragraphs 25 of the Cabinet report;
- (v) the variations to the Capital Programme contained in paragraph 39 of the Cabinet report in accordance with the Council's Financial Procedure rule B4.

11. PROGRAMME OF MEETINGS 2019/20.

The Head of Regulatory Services introduced the report which detailed the proposed programme of meetings for 2018/19. He noted that this was the first draft with the final version to be agreed at the Annual Council in May 2019. He requested that Members contact him if they had any concerns around the proposed dates.

As there were no Members wishing to speak, the Chairman took Members to the recommendation which was approved unanimously.

RESOLVED

That Council approved the Programme as detailed in Appendix 1 of the report.

12. TO RECEIVE THE LEADER'S REPORT.

The Leader echoed the praise for the Civic Service and thanked the Chairman for his efforts in making it a success.

He noted that significant progress had been made with the progression of the 6th Form College provision at the site in Harlands Road. On Friday officers will be meeting with stakeholders and FE commissioners to receive presentations from the final three bidders to run the college from that site. It is hoped that an announcement will be made before Christmas and he thanked officers in this authority who led from the front in an area of work not usually part of Mid Sussex District Council's remit.

With regards to the proposed financial cuts at West Sussex County Council (WSCC) he noted that the Health and Social Care Select Committee (HASC) met today to discuss the proposed cuts to their housing support funding. He said that Councillors Jones and Edward Belsey also attended this meeting. He noted that the funding supported the most vulnerable members of the community and that representations were considered from charity and voluntary groups, probation, police, health, District and Boroughs. A report from the Leaders and Chief Executives of the District and Borough Councils was presented by Nigel Lynn, Chief Executive of Arun, supported

by Mid Sussex District Council's Assistant Chief Executive. The quality and validity of the report was noted by the Leader and the committee recommended to the WSCC Cabinet Member that the proposed cuts are not implemented for 12 months to provide time for the Council to work with WSCC and supported housing providers, which is good news for those who rely on the service. A decision will be taken on this by the WSCC Cabinet Member on 18 December 2018.

Reflecting on the last 12 months, the Leader commented that the National picture has given the Council resolve to focus on the business at hand. A District Plan is now in place, the Council has vision, with the plans for the Burgess Hill redevelopment and the Council's finances are under control. The Council continues to improve service delivery and recent reports to the Scrutiny Committees demonstrates that the Council is performing well. Progress has also been made on the provision of temporary accommodation. However, he acknowledged that there should not be complacency as Members have set challenges around future strategies, for example around parking, town centres and parks and open spaces.

The Leader noted that the Council plays a lead role on a strategic level with a strong voice at the Greater Brighton Economic Board (GBEB), Gatwick Diamond, Coast 2 Capital Local Enterprise Partnership (LEP), and the Shadow Transport for South East Board. Recent meetings of these show they are working well and are taken seriously by Government and are bringing forward investment into Mid Sussex and the region.

He concluded by noting that the Council has an eye on the national picture but remains focussed on what is best for the residents of Mid Sussex.

A Member agreed that the HASC meeting went well.

13. REPORT OF CABINET MEMBERS, INCLUDING QUESTIONS PURSUANT TO COUNCIL PROCEDURE RULE 10.1.

Report of the Deputy Leader and Cabinet Member for Economic Growth

The Deputy Leader confirmed that the Council's Open-for-Business event being held in spring will focus on apprenticeships and he was happy to confirm that the Economic Development Team had aptly secured the Harlands Road college site as venue for this event.

He also confirmed that the recent acquisition of a commercial asset in Burgess Hill was the Wickes site, and the Council has now completed on this acquisition. Revenue from this will contribute to both this current financial year's budget and the future budget to help ensure the Council remains financially self-sufficient.

Report of the Cabinet Member for Finance and Performance

The Cabinet Member confirmed that she continues to work with Members to produce the service and financial plan for the next year and the Council awaits the provisional settlement on the Local Government financial position. A report will be presented to the Scrutiny Committee for Leader, Resources and Economic Growth in January 2019.

Report of the Cabinet Member for Customer Services

The Cabinet Member confirmed that preparations for the Voter ID pilot are under way with a full campaign plan submitted to the Cabinet Office for their review. A communications plan is also in place, considering marketing proposals such as branded leaflets, banners for shopping centres and brackets and posters for lampposts around the District. She also confirmed that the Electoral register has now been published, and the annual canvas has concluded with a 98.7% return rate. 65% of the return rate has been via digital methods, which has provided a £16,000 saving to the taxpayer.

On social media and through other avenues the Council has been advising residents on the £1 Christmas parking, Christmas tree recycling, food waste and bin collection times over the Christmas period.

In October the Customer Services team received over 8500 calls and met all but one of their key performance indicators.

The Cabinet Member concluded by offering congratulations to the Land Charges team who are now dealing with 80% of the market share.

Report of the Cabinet Member for Service Delivery

The Cabinet Member noted that the latest car park to receive the disabled parking accreditation given by the British Parking Association is Station Road Car Park in Burgess Hill. He noted that the Council is working hard to raise standards across all car parks and most have the accreditation already. In response to a Member's query on the Government's recent discussion around doubling disabled parking spaces he confirmed that the Council has increased the number of disabled spaces across all car parks and are reviewing it with a view to providing more, sited in the best positions.

He reiterated the Cabinet Member for Customer Services comments regarding the amount of waste generated at Christmas and confirmed that the Communications team had issued a leaflet to all households confirming what can and cannot be recycled.

He also confirmed that the Council's flagship green bin service had just reached over 19,000 subscriptions and encouraged Members who have subscribed to the service to talk to neighbours to promote it, as word-of-mouth has proved to be the top reason why others have subscribed.

Report of the Cabinet Member for Community

The Cabinet Member confirmed that the new CCTV camera installation is proceeding to plan and is scheduled to be completed before year end.

He also announced that 2 valuable projects have been extended. These are the Safe in Sussex Freedom Programme which supports women who have experienced domestic abuse, and the Bentswood Community Partnership training opportunities for volunteers.

He confirmed that the NEETS Project by the YMCA Positive Placements team is running well and has assisted 29 young people since April against a target of 30. Of the young people involved, 8 have exited the programme successfully, with the remainder still receiving support.

He also drew Members attention to the work of the Licensing Sub A committee citing a recent case which ended in court. The decision of the committee was upheld and the Council was awarded its costs. He commented that residents need to know they are safe when getting into a licensed taxi in Mid Sussex and although the vast majority of drivers are fit and proper, the Council will not tolerate those that are not.

He concluded by thanking the members of the Scrutiny Committees for their work, the Emergency Planning Liaison and Air Quality Groups, the HASC representative and all the Officers within his portfolio for their diligence over the past year.

A Member expressed a wish to promote the pupil service premium for families of those in the Armed Forces. It was acknowledged that each school has a local authority governor who are aware of the premium but also that some families don't wish to advertise their forces connection so this needed to be considered when promoting the premium.

Report of the Cabinet Member for Housing and Planning

The Cabinet Member confirmed that for the second month in a row the Development Management team has determined 100% of planning applications received in all three categories which reflects excellent performance by the whole team.

On the subject of temporary accommodation he confirmed that the Council has completed on 2 properties and hope to complete on up to 5 by the end of this year. He noted that safety checks need to be done on these properties and some may require redecoration so it is hoped that the properties will be housing residents by January 2019.

He concluded by thanking Officers and Members for their support over the last year.

14. QUESTIONS FROM MEMBERS PURSUANT TO COUNCIL PROCEDURE RULE 10.2.

None.

The meeting finished at 7.44 pm

Chairman