

Memo (Agenda October - Appendix E)

To: Parish Councillors

c.c: Nigel Jupp (County Councillor) & Toni Bradnum (District Councillor)

From: Sarah Hall

Date: 30th September 2017 (Week commencing 25th September 2017)

Re: COUNCILLORS' BRIEFING NOTE

I have outlined below a number of recent developments for your information.

(1) Planning Applications Issued

Number	Applicant & Reason	
DC/17/174 26/09/2017	Surgery to 1 x Oak Land rear of 21 Woodlands Walk, Mannings Heath	Wtg doc's HDC

(2) Correspondence

Document	
<p>NALC Chief Executives Bulletin 33 - 22nd September 2017 Email dated 25th September 2017, from Anna Beams, SSALC</p> <p>How to stay young · Have you been watching Angela Rippon presenting BBC's 'How to stay young' TV programme this week? If so and you want to hear more from Angela, including her role promoting dementia friendly communities, why not come to our annual conference on 30/31 October 2017 where she will be giving a keynote speech – places are still available costing from just £50 for one day or £100 for two days.</p> <p>Data protection · In the Summer we began talking to the government about the impact of the introduction of the EU's General Data Protection Regulations (GDPR) and the Data Protection Bill, now introduced to Parliament as part of the government's plans to update data protection legislation. Since May, we have published a number of legal briefings to help councils understand the changes in the law and what they need to do to comply by 25 May 2018 when GDPR, including the requirement to appoint a Data Protection Officer (DPO), come into effect.</p> <p>On Wednesday we met with officials from Department for Digital, Culture, Media and Sport, the Department for Communities and Local Government and the Information Commissioners Office (ICO) to discuss the changes and their impact in more detail, explaining our concerns about the potential resource implications and in particular the impact this may have on council tax payers and the parish</p>	For information

<p>precept as well as seeking clarification on points such as application to parish meetings. We also requested more guidance and support to help councils get ready and ensure compliance from next year. In terms of next steps, officials have agreed to consider what further support government can offer, to work with ICO as well as NALC to see if generic ICO guidance can filter into sector specific content to assist parish councils and parish meetings to prepare for and comply with GDPR, and engage with the Local Government Association to ascertain if its members may help parish councils and meetings.</p> <p>The second reading of the Data Protection Bill is on 10 October in the House of Lords and we have already begun briefing Peers on our concerns about the impact of GDPR and need for more support to the sector.</p> <p>I am very keen to build up a better picture of the impact of GDPR on our councils (smaller councils in particular but not exclusively!) including estimated costs of compliance as well as hearing from you about what support and guidance you need – please get in touch with our policy and development team via Jessica.lancod-frost@nalc.gov.uk if you'd like to help.</p> <p>Communications User Group - The Communications User Group, led by NALC vice chairman Cllr Derek Liddell and involving a number of representatives from larger and smaller councils as well as from county associations, met on Wednesday and identified a number of areas for improvement such as: gathering more case studies and evidence from county associations and local councils to help our various campaigns and public relations work; exploring ways to target more of our communications to reach councilors in member councils; ease of access and navigation of the NALC website including the development of blogs; increasing the number of county associations that access and handle NALC publications; raising awareness of reputation management and crisis communications. The Group are also keen for all county associations to encourage councils to access the NALC website including the members area of the site, and to share communications like this bulletin with member councils. Other ongoing work includes exploring ways to increase attendance from smaller councils at NALC conferences and events and continuing NALC's support for the Tree Charter campaign.</p> <p>Housing and neighbourhood planning - Following the publication of their housing White Paper, DCLG has now launched a consultation 'Planning for the right homes in the right places: consultation proposals' with proposed changes to planning policy design and legislation. Our policy consultation briefing in the members area of the NALC website explains more and invites you to tell us what you think about the proposals, so can I urge you to take a few minutes to read and respond.</p> <p>Given the starring role our councils are playing in neighbourhood planning – since 2012 over 2,200 groups have started the neighbourhood planning process with over 90 per cent led by our councils – we have continued to press government to provide the support councils need such as grants and technical help. Hence I'm pleased DCLG have just announced a funding package worth £22.8 million to help communities through the provision of specialist support.</p> <p>The Clerk will include on Octobers agenda.</p>	
<p>Possible Extension to the no 17 bus service Email dated 20th September 2017 from the West Grinstead Parish Clerk</p> <p>Clerks to Nuthurst, Cowfold, Shermanbury, Henfield and Woodmancote Parish Councils</p> <p>Subject: 17 bus service – evening extension</p>	<p>For information</p>

<p>Dear Colleagues,</p> <p>We are hoping we may be able to enlist your support in an attempt to persuade Stagecoach to extend the number 17 bus service in the evenings. We appreciate that the service to Henfield and Woodmancote is slightly different to that to Mannings Heath, Cowfold, Shermanbury and Partridge Green, but the problem with the service is essentially the same; the fact that there is no service beyond the early evening.</p> <p>We had been faced with the service being discontinued altogether on Sundays, but it looks as if Sussex Coaches are stepping in to fill that void. The existing service is very limited if you have to commute to work and finding parking can be a serious problem. We are forever being told that we should make greater use of public transport, but you cannot do that if the bus service is not tailored to modern work patterns and those dictate that few of us can leave at 17:00 or 17:30.</p> <p>Also, leisure facilities in Horsham have improved immeasurably over the last few years. It has a much wider choice of restaurants and is soon to have 9 new cinema screens, as well as The Capitol Theatre.</p> <p>We therefore ran a questionnaire recently to see if there was a demand in Partridge Green for an extended bus service in the evenings, with the last bus being about 22:30. The response was very encouraging. We made it clear though that whilst we could approach Stagecoach ourselves, we would be able to make a much more persuasive case if we could enlist the support of those other parishes that use the service; hence this email.</p> <p>Can we therefore ask you to consult your council and see whether they would be able to lend us their support? We shall look forward to hearing from you.</p> <p>Kind Regards, Helen Dayneswood (Mrs) Clerk to West Grinstead Parish Council</p>	
<p>CAGNE Survey Email dated 25th September 2017, from cagnegatwick@gmail.com</p> <div data-bbox="304 1283 1241 1711" style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>CAGNE continues to work hard on your behalf, as for many aircraft noise has increased. To enable CAGNE to put forward your side of the story we would ask you to complete this quick survey and pass it on to friends and family that may also suffer aircraft noise.</p> <p>Working together through this survey will enable CAGNE to achieve more on your behalf with the Government, NATS (airspace designers), CAA (Civil Aviation Authority) and Gatwick Airport management.</p> <p>Thank you for taking part as your opinion really does matter.</p> <p>The Survey can be found here: https://www.surveymonkey.co.uk/r/TMT5QC9</p> </div>	For information
<p>Health & Wellbeing Market Place Event at County Hall, Parkside, Horsham Email dated 27th September 2017, from Liz Leggo, SSALC</p> <p>Wednesday 18 October 2017 'DROP-IN' ANYTIME BETWEEN 10:30AM TO 1PM</p> <p>Wellbeing Café – relax with a drink and meet your local community link and library teams and improve your digital know-how.</p> <p>Come to a FREE event for members of the public, and professionals and</p>	For information

<p>volunteers who work to support the health and wellbeing of Horsham, Crawley and Mid-Sussex residents. 70 market stalls promoting activities, services and products to support local people to live well, meet local organisations, talk about services and volunteer opportunities, take away new information and contacts. Fact finding – join one of our rolling sessions on topical issues including Adult Social Care, getting information and advice, staying safe at home and in the community.</p> <p>The Clerk will include on Octobers agenda.</p>	
<p>Public Consultation on Post 16 - Transport Charges Email dated 27nd September 2017, from Jo Kenworthy, WSCC</p> <p>West Sussex County Council is consulting on proposals to increase the transport charges made to Post-16 students.</p> <p>The majority of West Sussex students will not see any changes to their travel arrangements.</p> <p>The proposed increase will affect 325 students where the County Council arranges their transport for example by coach, rail, minibus or taxi. These students currently pay £427 per year towards the cost of their transport.</p> <p>The proposal is to raise this to £600 per year to bring the cost in line with the cost of contract coach places and the price of an equivalent journey on public transport. It also brings the cost in line with the amount students in most other counties pay.</p> <p>Students with special educational needs and disabilities who do not pay transport charges because of low family income will not be affected by the proposed changes.</p> <p>We would appreciate your help in promoting the consultation wherever appropriate. Further information and the online questionnaire is available at:</p> <p>https://haveyoursay.westsussex.gov.uk/highways-and-transport/post-16</p> <p>Any additional comments or suggestions can be emailed to david.crockford@westsussex.gov.uk</p> <p>The closing date for comments is Thursday, 19 October 2017.</p> <p>The Clerk will include on Octobers agenda.</p>	For information
<p>Consultation Response A27 Arundel by Pass Email dated 27th September 2017, from Sue Weston, HDC</p> <p>As mentioned at the meeting of Cabinet last week, the Council is supportive of proposals for an Arundel by-pass and I attach a copy of my draft response. This will be considered by Cabinet when it meets on 12 October as our formal response to the A27 Arundel bypass consultation.</p> <p>Our draft response expresses strong support for option 5a because it has the most benefits for the district and the County as a whole in terms of significantly improving journey times and reducing through traffic in Storrington and other Horsham district villages.</p> <p>`Dear Sir/Madam</p> <p>A27 ARUNDEL BYPASS CONSULTATION RESPONSE FROM HORSHAM DISTRICT COUNCIL Thank you for the opportunity to respond to the proposals to improve the A27 in</p>	For information

respect of a new Arundel bypass. This is of huge interest and importance to this council not least because of the impact the proposals could have in the delivery of economic benefits and growth to both the south coast corridor along the A27 and to this district. I also highlight below the significant problem of many drivers wanting to travel between Fontwell and Shoreham (and in reverse) choosing a route that takes them via our district's southern villages of Amberley and Storrington to avoid inevitable delays and congestion on the A27. This 'rat running' is a significant contributor to poor air quality in Storrington where some 18,000 vehicles a day pass through the village High Street

Background

The southern boundary of Horsham District is close to Arundel (4 miles) and there are a number of road connections with the A27, most notably the links via the A29 from Fontwell and the A284 from Arundel. These provide a route (via B2139//A283) passing through the villages of Amberley and Storrington, crossing the A24, continuing east to Steyning and eventually rejoining the A27 at Shoreham by Sea. While this route is a longer distance, it is for many drivers infinitely preferable to the delays and congestion they would face by remaining on the A27.

A consequence of the high levels of traffic and congestion, especially at peak travel times, passing through Storrington has been poor air quality. In 2010, Horsham District Council declared an Air Quality Management Area in Storrington on account of exceedances of the air quality objective level for nitrogen dioxide (NO₂). An action plan was prepared outlining a range of measures to tackle the poor air quality. Many of these are not measures that Horsham District Council, as a district authority, can bring about directly as they relate to highway improvements which are a matter for the highway authority (West Sussex County Council). A steering group was therefore established which drew together West Sussex County Council, the local Parish Council and members and officers from Horsham District Council to help bring forward the measures in the action plan. The one that has topped the list has been for improvements to the A27 as part of the main east/west trunk route in the region.

General comments

Horsham District Council is fully supportive of proposals to provide a bypass around Arundel. This will improve the economic well-being of Arun district and the wider region, and also the social and environmental well-being of residents in Arundel, Storrington and surrounding communities.

Horsham District Council considers that both Options 3 and 5a as set out in the Public Consultation document produced by Highways England will provide a beneficial outcome. **This Council however strongly favours 5a.** The reason for this is that the traffic modelling that has been undertaken shows that the decrease in traffic using the B2139 and the A283 will be significantly greater for option 5a than for option 3. With option 5a, the decrease in traffic during the morning peak is predicted to be a reduction of 29% on the B2139 and 24% on the A283. With option 3, the reduction in traffic is only 4% on the B2139 and 6% on the A283. The selection of option 5a will therefore be of greatest benefit in improving air quality in Storrington and reducing the volume of 'rat running' on the route through the Horsham district villages described above which lie between Fontwell and Shoreham. In addition, traffic modeling indicates that Option 5a will speed up journey times significantly, which would have a beneficial impact on the economy of the whole County by reducing lost time from delays to road users in the area

This Council would encourage Highways England to construct any bypass and consequential bridges to the highest possible architectural standard and to take appropriate account of any potential flooding issues, given the sensitivity of the local environment.

<p>As part of the scheme, we consider significant increases in provision for cycling could contribute to a reduction in the number of car journeys, and which in turn would reduce congestion and improve air quality. Within Horsham district, the lack of segregated cycling paths is the issue commonly raised as the reason why people feel reluctant to cycle for local journeys. We would therefore encourage Highways England to support through their 'Designated Funds' the creation of a cycle-way between the South Downs National Park via Arundel to the coast along the River Arun and improved parking for commuters, tourists and residents at Ford railway station. You may wish to refer to the West Sussex County Council Walking and Cycling Infrastructure Strategy as part of any further consideration of improvements to this route.</p> <p>In addition to this consultation, Horsham District Council is aware of two other proposals to address wider issues of congestion along the A27. These are the proposals for enhancements around Chichester, and those to the A27 in Worthing and Lancing. Whilst the Council is supportive of these proposals in isolation, it is considered that it may be beneficial to examine whether it may be possible to achieve a comprehensive solution to ease congestion on this Lancing to Chichester section of the A27 as a whole. It is recognised that there are significant national budgetary constraints in relation to road schemes, but it may be that a single scheme, rather than the more 'piecemeal' solutions that have been proposed to date, would be more cost effective and successful than individual plans. Such a solution would be of huge economic benefit and could also help to take into account the step change in housing delivery which has been identified by the Government, and therefore ensure that any enhancements to the road are as future-proofed as possible.</p> <p>Yours faithfully, Councillor Ray Dawe, Horsham District Council Leader</p> <p>The Clerk will include on Octobers agenda. Please let me know if you would like a copy of the consultation document which sets out the various routes that are subject to consultation and a map that illustrates the proposed routes or a copy of the presentation prepared by Highways England.</p>	
<p>HALC Minutes Email dated 28th September 2017, from Beverley Bell, HALC Secretary</p> <p>Minutes of the HALC Meeting Monday 18 September 2017 Beeson House, Southwater 7.30pm</p> <p>1.0 Attendance and Apologies for Absence Those Present: Peter Cozens Amberley Catherine Tobin Southwater Susie Fischel Ashurst Graham Watkins Southwater Liz Leggo Ashurst & SSALC Beverley Bell HALC Alan Grant Billingshurst Apologies: Jim Goddard Bramber Nick Stubbs Bramber Geoff Clark Broadbridge Heath Terry Oliver Broadbridge Heath Stephen Davies Colgate Ian Botting Denne NC Guy Stanley Forest NC Tony Duggan Henfield Ray Osgood Henfield Alicia Smith North Horsham Pauline Whitehead North Horsham Philip Baxter Shipley Val Court Nuthurst Slinfold Edna Henley Pulborough Norman Prince Thakeham Elaine Kipp Pulborough Warnham</p> <p>Summary: 11 of the 32 Parish Councils and one of the three of the Neighbourhood Councils were represented.</p> <p>2.0 Guest Speaker: Sergeant Adam Ferries, Sussex Police</p> <p>2.1 Sgt Ferries attended the meeting to give an update on the Prevention Team Model, which is the third instalment of the Change Programme. The Neighbourhood Police Team has been re-branded to amalgamate Neighbourhood Policing, licensing, schools liaison and youth offending. Horsham is forming a hub with Worthing. There are separate hubs at Crawley and Haywards Heath, and Chichester and Arun. There is an experienced and committed team with local</p>	For information

<p>knowledge of 14 officers covering Horsham and Worthing. The number of PCSOs has not changed. There will still be response and investigation teams.</p> <p>2.2 A local action team has been formed for Southwater to pool resources. The new Prevention Team goes live on 06 November. At the moment, the Neighbourhood Policing Team can be called elsewhere, but the Prevention Team will be ring fenced. They will work with the Neighbourhood Wardens and Neighbourhood Watch and take part in weekly intelligence meetings. They will prioritise their work on threat, risk and harm. Officers will be travelling further but hotspots have been identified.</p> <p>2.3 The Chairman thanked Sgt Ferries for attending the meeting and reminded members that the Sussex Police and Crime Commissioner will be answering members questions next month, and the Chief Constable will be attending the Chairs Networking Day.</p> <p>3.0 Approval of Minutes of the Meeting on 12 July 2017.</p> <p>3.1 It was AGREED that the minutes should be approved and signed as a correct record.</p> <p>4.0 Matters arising from item 3.0 – not on the agenda below.</p> <p>4.1 There were no matters arising.</p> <p>5.0 Training Passport</p> <p>5.1 The Chairman reported that the Training Passport had not been enthusiastically discussed, as it was felt that an incentive is needed for members to take part.</p> <p>6.0 SSALC Training Programme</p> <p>6.1 The Chairman reported that it was very disappointing that only 7 of the 32 Parish Councils in the Horsham district were represented at the recent General Data Protection Regulations training.</p> <p>6.2 Liz Leggo on behalf of SSALC said that Anna Beams of SSALC had conducted a training survey and has done her best to please everyone. Clerks training has been less busy. In 2019, there will be a Clerk's Development Programme, alongside the New Clerk's Day, CILCA and leadership programme.</p> <p>6.3 SSALC see 1,000 people at their 56 training events, and also offer bespoke training which can be clustered with other Councils.</p> <p>6.4 The Chairman thanked SSALC for bringing out the training programme early so that Councils can budget for training next year.</p> <p>6.5 Alan Grant reminded members about the SALC AGM and Conference at Lodge Hill on 04 October 2017, each Council can send their two nominated representatives to vote at the AGM and other members are welcome to attend the Conference.</p> <p>7.0 Impact of Parking Charges</p> <p>7.1 Beverley reported that she has received feedback from 14 Parish Councils and all three Neighbourhood Councils about the impact of the parking charges. This information will be passed on to Horsham District Council.</p> <p>7.2 Elaine Kipp said Pulborough Parish Council had recently received a letter from HDC offering car park improvements including re-lining, lighting, street furniture and planters. Concern were raised that parking charges had been introduced as HDC need the money.</p> <p>7.3 Pauline Whitehead said that North Horsham Parish Council has received an invitation to meet with HDC to discuss improvements that the local community would like.</p> <p>7.4 There were concerns that there are not enough enforcement officers, and that illegal parking is not being enforced by HDC. Contractors working on the building sites in Southwater are parking on grass verges as they know it is not being enforced. There is a disparity between enforcement of car parks and double yellow lines.</p> <p>7.5 Beverley reported that there is information on parking restrictions on the</p>	
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<p>Sussex Police website at: https://sussex.police.uk/advice/ask-the-police/parking/</p> <p>8.0 Prevent Programme</p> <p>8.1 Beverley explained that the Prevent Programme is about safeguarding people from the threat of terrorism. WSCC offer training to organisations. The Chairman asked members to let Beverley know if they would like a training event on Prevent.</p> <p>9.0 Annual Meeting of HDC and HALC</p> <p>9.1 The Chairman asked for ideas for the annual meeting of HDC and HALC: • Parking • Waste collection • Planning – rules on officer delegation/Committee • Ask District Councillors to attend</p> <p>10.0 Year-End Accounts 01/04/16 – 31/03/17</p> <p>10.1 The year-end accounts for 01/04/16 – 31/03/17 were APPROVED.</p> <p>11.0 Appointment of External Examiner for Financial Year 01/04/17 – 31/03/18</p> <p>11.1 It was AGREED to appoint Mrs K. Ratcliffe as External Examiner for financial year 01/04/17 – 31/03/18 for an ex-gratia payment of £50.</p> <p>12.0 Reports from Representatives on Outside Bodies:</p> <p>12.1 Standards Committee – No report.</p> <p>12.2 WSALC – The July WSALC meeting discussed GP hours survey. There will be a survey on the Code of Conduct at the annual conference. The September newsletter has just been issued. The Mid Sussex Local Plan has been delayed again.</p> <p>12.3 Community Safety Partnership – The Chairman attended JAG last week. Money scams are on the increase, there have been vehicle break ins in North Horsham and cycle thefts in Horsham Park. From 01 October, you will be able to pay by phone or credit card in rural car parks in the Horsham district. Ambulance response times are a problem. There are a number of homeless people in Horsham, the night shelters will be open again from December. There is a school traffic meeting in October. A presentation on Neighbourhood Wardens was requested for the next meeting. A community protection order has been issued for Tesco's and Bowls car park as people have been gathering there. WSCC have a Community Tension Monitoring Officer to evaluate the fear of crime, and it was AGREED to invite them to a future meeting.</p> <p>12.4 CPRE – No report.</p> <p>12.5 CLC – No report.</p> <p>13.0 Members Questions and Comments. 13.1 Parishes Online mapping software will be presented at the SALC annual conference. 13.2 There is a consultation on the South Downs National Park Local Plan pre-submission documents from 26 September for 8 weeks. 13.3 It was AGREED to write to WSCC about the poor condition of road signs and road markings in the Horsham district.</p> <p>14.0 Date of Next Meeting</p> <p>Annual Meeting of HDC and HALC Monday 13 November 2017 at 7.00pm at the Studio at the Capitol</p>	
<p>Age UK Horsham - Full of Life 2nd October 2017</p> <p>Email dated 29th September 2017, from Sonia Mangan, Age UK Horsham</p> <p>"We are running our Full of Life event on Monday 2nd October 2017 10am - 4pm at Dingemans Court in Steyning. We can help with transport and we can guarantee a fun and challenging day for all.</p> <p>Every year we get an opportunity to celebrate Ageing as part of International Older People's Day.</p> <p>Full of Life is our theme and it is not just about celebration it is about challenging</p>	

<p>the stigmas we may hold about ourselves as the years progress. For most how we age is malleable and with the support from colleagues across Horsham District and in particular both HDC and WSCC we have worked to put together a programme of FREE taster sessions best around the Five Ways to well-being.</p> <p>As part of TAKE NOTICE we will be offering Massage; the innovative IMMERSE EXPERIENCE using Virtual Reality tech and brought by Community Links; Well-being MOTS from our friends at the well-being hub; Manicure; Family History and some interesting food tasting;</p> <p>As part of CONNECT we will be encouraging people to join in a friendship table; DOODLE art; we will have a Steyning Village Notice Board to remind people what is happening locally; we will have a FREE social lunch; and Grandparents Tree and session on iPads;</p> <p>As part of KEEP LEARNING we are going to encourage people to knit hats for Innocent Smoothies; we are having a session from the local historical group on the HISTORY of Steyning; we will have a session on Scam Awareness from the neighbourhood wardens;</p> <p>As part of BE ACTIVE we will have Yoga; seated Yoga; Chair exercises and a Dance class with a difference;</p> <p>Finally as part of GIVE we will be highlighting a range of local and district volunteering opportunities; we will have a Tombola (of course); Christmas Card stall and a quiz.</p> <p>There is a free raffle – you only get a ticket if you participate – with prizes donated by local businesses.</p> <p>Our team are going to be there providing support, advice and information for those people who may that extra bit of help.</p> <p>Please let at least one person know about the event and help us to help others think about their own Health and Well-being.</p>	
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Sarah Hall, Clerk to the Parish Council