

**MINUTES
OF A
VIRTUAL MEETING OF THE ARUN DISTRICT COUNCIL
HELD ON 25 JANUARY 2021 AT 6.00 PM**

Present: Councillors Mrs Worne (Chairman), Brooks (Vice-Chair), Bennett, Bicknell, Blanchard-Cooper, Bower, Mrs Catterson, Chapman, Charles, Clayden, Coster, Dixon, Edwards, Elkins, Mrs Erskine, Goodheart, Gunner, Mrs Hamilton, Mrs Haywood, Huntley, Kelly, Lury, Northeast, Oppler, Purchase, Roberts, Smith, Mrs Staniforth, Stanley, Tilbrook, Ms Thurston, Dr Walsh, Mrs Warr and Mrs Yeates.

Honorary Alderman Mr Dingemans and Mrs Stinchcombe were also in attendance for all or part of the meeting.

[Note: The following Councillors were absent from the meeting during consideration of the matters detailed in the Minutes indicated – Councillors Dixon – Minute 425 to 430 [Part]; Councillors Dixon and Smith did not take part in the vote on Minute 430 [vote on Freedom Leisure].

425. WELCOME

The Chairman welcomed Councillors, representatives of the public, press and officers to a further Full Council Meeting to conclude the items of business that remained outstanding from the last Council meeting held on 13 January 2021. She extended a special welcome to Honorary Aldermen Mrs Stinchcombe and Mr Dingemans.

426. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Batley, Mrs Cooper, Cooper, Dendle, Mrs Gregory, Hughes, Miss Needs and Miss Seek and from Honorary Aldermen, Mrs Goad, MBE and Mrs Morrish.

427. DECLARATIONS OF INTEREST

Councillor Smith declared a Pecuniary Interest in relation to Agenda Item 28 [Cabinet – 14 December 2020 in relation to Minute 377 [Financial Support to Leisure Operating Contract] as he was a member of staff at Freedom Leisure and he requested to be placed in the waiting room for this item and so would not take part in any debate or vote on this item.

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Councillor Elkins declared a Personal Interest in Agenda Item 29 [Planning Policy Sub-committee – 15 December 2020 and in specifically in relation to Minute 21 [Community Infrastructure Levy Governance] in his capacity as Cabinet Member for Highways and Transport at West Sussex County Council. Councillor Elkins confirmed that he would remain in the meeting but would not take part in any debate or vote on the item.

The Declaration of Interest Sheet set out below confirms those Members who had made a declaration of their personal interest as a Member of a Town or Parish Councillor or a West Sussex County Councillor, as confirmed in their Register of Interest as these declarations could apply to any of the issues to be discussed at the meeting.

Name	Town or Parish Council or West Sussex County Council [WSCC]
Councillor Tracy Baker	Littlehampton
Councillor Kenton Batley	Bognor Regis
Councillor Jamie Bennett	Rustington
Councillor Paul Bicknell	Angmering
Councillor Billy Blanchard-Cooper	Littlehampton
Councillor Jim Brooks	Bognor Regis
Councillor Ian Buckland	Littlehampton and WSCC
Councillor Mike Clayden	Rustington
Councillor Andy Cooper	Rustington
Councillor Alison Cooper	Rustington
Councillor Sandra Daniells	Bognor Regis
Councillor David Edwards	WSCC
Councillor Roger Elkins	Ferring and WSCC
Councillor Paul English	Felpham
Councillor Inna Erskine	Bognor Regis
Councillor Steve Goodheart	Bognor Regis
Councillor Pauline Gregory	Rustington
Councillor June Hamilton	Pagham
Councillor Shirley Haywood	Middleton-on-Sea
Councillor David Huntley	Pagham
Councillor Henry Jones	Bognor Regis
Councillor Martin Lury	Bersted
Councillor Claire Needs	Bognor Regis
Councillor Mike Northeast	Littlehampton
Councillor Francis Oppler	WSCC
Councillor Jacky Pendleton	Middleton-on-Sea and WSCC
Councillor Vicky Rhodes	Littlehampton
Councillor Emily Seex	Littlehampton
Councillor Martin Smith	Aldwick

Councillor Samantha Staniforth	Bognor Regis
Councillor Matt Stanley	Bognor Regis
Councillor Isabel Thurston	Barnham & Eastergate
Councillor James Walsh	Littlehampton and WSCC
Councillor Jeanette Warr	Bognor Regis
Councillor Amanda Worne	Yapton
Councillor Gillian Yeates	Bersted

428. QUESTIONS FROM MEMBERS WITH PECUNIARY/PREJUDICIAL INTERESTS

There were no questions asked.

429. ENVIRONMENT & LEISURE WORKING GROUP - 10 DECEMBER 2020

The Chairman, Councillor Mrs Warr, presented the minutes from the Environment & Leisure Working Group held on 10 December 2020.

430. CABINET - 14 DECEMBER 2020

(Having declared his Pecuniary Interest at the start of the meeting, Councillor Smith left the meeting for this item and did not take part in the vote or debate).

The Chairman, Councillor Dr Walsh, presented the Minutes from the meeting of Cabinet held on 14 December 2020.

Councillor Dr Walsh alerted Members to the first of a series of recommendations at Minute 377 [Financial Support to Leisure Operating Contractor] explaining that this was about providing ongoing financial support as a result of the Pandemic to Freedom Leisure. The recommendation before Members sought the approval of a supplementary estimate in the sum of £177,740 to support the leisure operating contract from January to March this year. Councillor Dr Walsh then formally proposed the recommendation was then seconded by Councillor Mrs Yeates.

The Council

RESOLVED

That approval be given to a supplementary estimate for a sum of up to £177,740 (Band D Council Tax equivalent of £2.86) to support the Council's Leisure Operating Contract from January to March 2021 (Quarter 4).

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Councillor Dr Walsh then drew Members' attention to the next recommendation at Minute 382 [Housing & Customer Services Working Group – 5 November 2020 – Minute 12 [Additional and Selective Licensing Schemes for House in Multiple Occupation] highlighting that there had been a great deal of concern of the regulation and control of HMOs and so he strongly urged Members to support this recommendation as it would fulfil Members' wishes to have a greater in depth look at the Council's inspection and control regime which was a growing area in Bognor Regis and Littlehampton. Councillor Dr Walsh then formally proposed the recommendation which was then seconded by Councillor Stanley.

The Council

RESOLVED

That approval be given for a supplementary estimate of up to £20,000 (which equates to a Band D Council Tax equivalent of £0.32) to commission the services and expertise to undertake the appropriate research and collation of data in order to support whether additional HMO Licensing or selective licensing of the private rented sector is justified.

Councillor Dr Walsh then turned to the final recommendation at Min 383 [Overview Select Committee – 1 December 2020] and explained that Cabinet had considered a recommendation from the Overview Select Committee in relation to the Local Council Tax Reduction scheme for 2021/22 where it was proposed to retain Option 2 of the current scheme. Councillor Dr Walsh then formally proposed the recommendation which was then seconded by Councillor Stanley.

The Council

RESOLVED

That Options 2 [to retain the current scheme for 2021/22 in respect of the Council Tax Reduction Scheme but to allow for an increase in the income banding] be approved.

431. PLANNING POLICY SUB-COMMITTEE - 15 DECEMBER 2020

(At the commencement of this item, Councillor Elkins re-declared his Personal Interest made at the start of the meeting and confirmed that he would not take part in the vote on Minute 21).

The Chairman, Councillor Mrs Yeates, presented the Minutes from the meeting of the Local Plan Sub-Committee held on 15 December 2020.

Councillor Mrs Yeates referred Members to the first of a series of recommendations at Minute 21 [Community Infrastructure Levy Governance] which she duly proposed. The recommendation was then seconded by Councillor Lury.

The Council

RESOLVED - That

- (1) The CIL arrangements set out in sections 4 to 7 (inclusive) of the report, and CIL District Pot apportionment set out under paragraph 4.3 be approved;
- (2) The first Infrastructure Investment Plan (2022-2025), which sets out CIL spending priorities over the three-year period, will be completed, subject to Full Council approval, by December 2021 and will last for a period of 3 years.
- (3) The Planning Policy Committee (PPC) is granted delegated authority to approve bids for funding infrastructure projects that are not listed on the Infrastructure Investment Plan (IIP) (subject to the correct application process being undertaken in accordance with processes set out in Background Paper 3).
- (4) The Group Head of Planning in consultation with the Group Head of Corporate Support, is granted delegated authority to authorise money to be passed to infrastructure providers to spend on CIL projects on the IIP. Where projects are not listed within the IIP, spending will be subject to Planning Policy Committee approval; and
- (5) Approval be given to execute all necessary documentation to ensure CIL is passed to service providers and spent in accordance with the council's Infrastructure Investment Plan.

Councillor Mrs Yeates then moved to the next recommendation at Minute 24 [Arun Design Guide Supplementary Planning Document] and outlined that it had taken a long time and a huge amount of work to get to this stage. She referred to the recent Members' Seminar that had been held which had outlined to Councillors what the content of the Guide was and how it could be used and so she had pleasure in commending this recommendation to the Council and she urged Councillors to support it. Having been proposed by Councillor Mrs Yeates, the recommendation was then seconded by Councillor Lury. In seconding the recommendation, Councillor Lury paid tribute to the Senior Planning Officer and her team for the excellent work undertaken.

The Council

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RESOLVED – That

- (1) The proposed modifications schedule which addresses the comments made from the Regulation 12b Public participation period in accordance with Regulation 35 (as amended by Regulation 2 (Coronavirus) (Amendment) Regulations 2020 be agreed; and
- (2) The revised Design Guide (as a result of the Reg.12b proposed modifications), be adopted.

Councillor Mrs Yeates then referred to the final recommendation at Minute 27 [Brownfield Land Register 2020] which she formally proposed. The recommendation was then seconded by Councillor Lury.

The Council

RESOLVED - That

- (1) The 2020 Brownfield Land Register (Part 1) be noted; and
- (2) It be agreed that Officers work towards the production of the Brownfield Land Register (Part 2) including the carrying out of consultation and publicity requirements, as well as other procedures in line with the Brownfield Land Register Regulations 2017.

432. QUESTIONS FROM MEMBERS

The Chairman confirmed that the Questions from Members along with their responses had been previously circulated to Councillors but for ease of reference these were shared to the meeting on the screen. The Chairman outlined that the questions and responses would be put without discussion, in line with the Constitution.

The Chairman then invited Councillor Dixon to ask a supplementary question.

The supplementary question asked in relation to the question put can be found on the Full Council website.

(The meeting concluded at 6.32 pm)