

**MINUTES
OF A
MEETING OF THE ARUN DISTRICT COUNCIL
HELD IN THE ARUN CIVIC CENTRE
ON 8 JANUARY 2025 AT 6.00 PM**

Present: Councillors Walsh (Chair), Tandy (Vice-Chair), Ayling, Batley, Bence, Bicknell, Birch, Blanchard-Cooper, Mrs Bower, Bower, Butcher, Mrs Cooper, Cooper, Edwards, Elkins, Goodheart, Greenway, Gunner, Hamilton, Kelly, Lloyd, Long, Lury, May, McAuliffe, McDougall, Nash, O'Neill, Oppler, Partridge, Pendleton, Penycate, Purser, Stanley, Turner, Warr, Wiltshire, Woodman, Miss Worne, Mrs Worne and Yeates.

[Note: Councillor Miss Worne was absent from the meeting during consideration of the matters detailed in the Minutes indicated – Minute 355 to Minute 368 (Part)).

355. WELCOME

The Chair in welcoming Councillors, representatives of the public, press and officers to the meeting wished everyone a Happy New Year.

356. FORMER COUNCILLOR JOHN HOLMAN

The Chair stated that it was with great sorrow that he had to commence the New Year by announcing sad news. He confirmed that shortly after the last meeting of the council held on 6 November 2024, notification had been received confirming that former Councillor John Holman had passed away.

The Chair confirmed that former Councillor Holman had been elected on 3 May 2007 and had been a Councillor until 7 May 2015. During that time, he had represented the Felpham East ward.

As a Council, the Chair asked those present to extend thoughts and prayers to John Holman's family and friends at this very sad time. Tributes to John Holman were then made by the Leader of the Council, Councillor Lury, and by Councillor Bence.

The Council then conducted a minute's silence to his memory.

357. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Brooks, English, Harty, Haywood, Huntley, Jones, Lawrence, Needs, Northeast, Patel, Stainton and Wallsgrove.

Apologies for Absence had also been received from the Council's Honorary Alderman Mr Dingemans.

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358. DECLARATIONS OF INTEREST

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 Council or a West Sussex County Councillor, as confirmed in their Registers of Interests 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 Kenton Batley	Bognor Regis
Councillor Trevor Bence	Aldwick and WSCC
Councillor Paul Bicknell	Angmering
Councillor Billy Blanchard-Cooper	Littlehampton
Councillor Jim Brooks	Bognor Regis
Councillor Alan Butcher	Littlehampton
Councillor Andy Cooper	Rustington
Councillor Alison Cooper	Rustington and WSCC
Councillor Roger Elkins	Ferring and WSCC
Councillor Steve Goodheart	Bognor Regis
Councillor Keir Greenway	Bersted and WSCC
Councillor Thomas Harty	Felpham
Councillor June Hamilton	Pagham
Councillor Shirley Haywood	Middleton-on-Sea
Councillor David Huntley	Pagham
Councillor Anita Lawrence	Aldingbourne
Councillor Lesley-Anne Lloyd	Rustington
Councillor Jill Long	Littlehampton
Councillor Martin Lury	Bersted
Councillor Maralyn May	Littlehampton
Councillor George O'Neill	Littlehampton
Councillor Roger Nash	Bognor Regis
Councillor Claire Needs	Bognor Regis
Councillor Mike Northeast	Littlehampton
Councillor Peggy Partridge	Rustington
Councillor Jacky Pendleton	Middleton-on-Sea and WSCC
Councillor Guy Purser	Aldwick
Councillor Matt Stanley	Bognor Regis
Councillor Freddie Tandy	Littlehampton
Councillor Sue Wallsgrove	Barnham and Eastergate
Councillor James Walsh	Littlehampton and WSCC
Councillor Jeanette Warr	Bognor Regis
Councillor Christine Wiltshire	Littlehampton
Councillor Bob Woodman	Littlehampton
Councillor Amanda Worne	Ford and Yapton

Councillor Amelia Worne	Littlehampton
Councillor Gillian Yeates	Bersted and Bognor Regis

There were no Declarations of Interest made.

359. PUBLIC QUESTION TIME

The Chair confirmed that two questions had been submitted for this meeting. Both questions had been submitted by Mr Chester and are briefly summarised below:

- 1) To the Leader of the Council and Chair of the Policy & Finance Committee, Councillor Lury, regarding the recent outcome of the judicial review between the council and the Littlehampton Harbour Board. This question was read out by the Committee Services Manager on the questioner's behalf.
- 2) To the Chair of the Planning Policy Committee, Councillor Yeates, regarding the National Planning Policy Framework. This question was read out by the Committee Services Manager on the questioner's behalf;

The Chair then drew Public Question Time to a close.

(A schedule of the full questions asked, and the responses provided can be found on the Public Question Web page at: [Arun District Council](#))

(During this item, Councillor Walsh declared a Personal Interest in relation to Question 1 as a Member of West Sussex County Council).

360. QUESTIONS FROM MEMBERS WITH PECUNIARY/PREJUDICIAL INTERESTS

The Chair confirmed that there were no questions for this meeting.

361. PETITIONS

The Chair confirmed that no petitions had been received.

362. MINUTES

The minutes from the last Meeting of the Council held on 6 November 2024 were approved by the Council as a correct record with the Chair confirming that he would sign the minutes at the conclusion of the meeting.

363. CHAIR'S ANNOUNCEMENTS

The Chair confirmed that he had attended the following events since the last Full Council Meeting held on 6 November 2024:

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- 10 November 2024 - Remembrance Sunday at the War Memorial in Littlehampton and wreath laying
- 11 November 2024 – Armistice Day ceremony at the War Memorial in Littlehampton
- 13 November 2024 - official opening by the Duke of Norfolk of the Civil War Exhibition at the Arundel Museum
- 21 November 2024 – the official opening of the seasonal ice rink at Hotham Park, Bognor Regis with the Mayor of Bognor Regis Town Council
- 30 November 2024 – the official opening of the new Keystone Community Centre (K2) in Wick with the Mayor of Littlehampton
- 31 November 2024 – attended two carol services. Firstly, the Mayor of Bognor Regis' Annual Carol Service and then an evening Carol Service at the Arundel Cathedral for all civic heads covering East and West Sussex and Surrey.
- 7 December 2024 – the Order of St John's Ambulance Carol Service
- 10 December 2024 – HMP Ford's carol service
- 14 December 2024 – the Arun Choral Society's Christmas Concert at Arundel

The Chair then turned to the King's New Year's Honours list and confirmed that he wished to convey the council's congratulations to former Member of Parliament, Nick Gibb, who had received a Knighthood in recognition of his role and work in Education.

The Chair also extended congratulations to Laura Katie Smyth, the founder and Chief Executive Officer of Yorda Adventures for services to disabled children and their families for being awarded a Member of the Order of the British Empire. He also congratulated Christopher William Sprules for being awarded a Medallist of the Order of the British Empire (BEM) in recognition of being a volunteer for Sustrans for services to cycling and to the community in West Sussex.

The Chair confirmed that all honours had been very well deserved and in view of the recipient's great contribution towards helping the community within Arun.

364. URGENT MATTERS

The Chair confirmed that there were no urgent matters for this meeting.

365. AUDIT & GOVERNANCE COMMITTEE - 3 DECEMBER 2024

The Chair, Councillor Stanley, presented recommendations following the meeting of the Audit & Governance Committee held on 3 December 2024.

Councillor Stanley referred Members to recommendations at Minute 322 (Treasury Management Interim Report (Quarter 2) 2024/2025) which he duly proposed. The recommendations were then seconded by Councillor O'Neill.

The Council

RESOLVED – That

- (1) the Quarter 2 (mid-year) treasury management report for 2024/25 be noted;
- (2) the treasury activity for the quarter ended 30 September 2024, which had generated interest receipts of £1.2 m (5.15%) against a budget of £1.9 m (4.63%) be noted; and
- (3) the quarter 2 prudential and treasury indicators for 2024/25 contained in the report, be noted.

366. POLICY & FINANCE COMMITTEE - 11 DECEMBER 2024

The Chair, Councillor Lury, presented recommendations following the meeting of the Policy & Finance Committee held on 11 December 2024.

Councillor Lury referred Members to a recommendation at Minute 333 [Local Authority Housing Fund] which he duly proposed. The recommendation was seconded by Councillor Nash.

The Chair invited debate. In the event of no debate and having been invited back as the proposer of the recommendation, Councillor Lury drew Members' attention to Minute 333 and asked Councillor Gunner if he could correct the record. Councillor Lury explained that this was because at the meeting of the Policy & Finance Committee, Councillor Gunner had highlighted that Councillors had requested information to be confirmed in a timely manner in debating the Local Authority Housing Fund and that this had not taken place. Councillor Lury confirmed that an email had been sent to Councillor Gunner on 6 December 2024 from the Group Head of Housing answering the query raised and prior to that meeting. Councillor Lury asked if an explanation could be provided.

Councillor Gunner raised a Point of Order highlighting that debate on this item had ended as the seconder had confirmed that he did not wish to speak having reserved his right to speak earlier.

The Chair then proceeded with the voting on this item.

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The Council

RESOLVED

To include this scheme within the Council's capital programme at a total cost of £3,870,600 with £1,771,000 capital funding from central government grant, £630,000 from Section 106 receipts and £1,469,600 to be funded by the Council through additional borrowing.

Having concluded the vote on this item, further discussion took place on the Point of Order raised by Councillor Gunner.

367. MOTIONS

The Chair confirmed that no Motions had been submitted for this meeting.

368. QUESTIONS FROM MEMBERS

The Chair referred Councillors to the Questions from Members that had been submitted in line with Council Procedure Rule 14.3 and the schedule of questions that had been circulated to the meeting. This confirmed that two questions had been received.

The Chair invited Councillors who had submitted questions to read out their questions which would be responded to by the appropriate Committee Chair. It was explained that the schedule of questions would be updated to include the responses provided, supplementary questions and responses and would be uploaded to the Council's web page within ten working days of the meeting, in line with the Council's Constitution.

The questions have been summarised below:

Question (1) From Councillor Kelly to the Chair of the Environment Committee – Councillor Wallsgrove regarding the burning of wood in woodburning stoves and fireplaces; and

Question (2) From Councillor Andy Cooper to the Chair of the Planning Committee, Councillor McDougall, regarding a planning condition responsibility at Swallow Gate, Angmering.

369. COMMITTEE MEMBERSHIPS

The Leader of the Council, Councillor Lury, confirmed that Councillor Long would become a named substitute for the Planning Committee which was noted by the Council.

Subject to approval at the next Full Council meeting

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370. REPRESENTATION ON OUTSIDE BODIES

The Chair confirmed that there were no changes to representation on Outside Bodies.

(The meeting concluded at 6.41 pm)