

Memo (Agenda July – Appendix A)

To: Parish Councillors

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

From: Sarah Hall

Date: 11th June 2017 (Week's commencing 29th May & 5th June 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/17/1158 09/06/2017	Outline application for proposed residential development of 4 dwellings and associated works all matters reserved except access. Former Swallowfields Nursery, Church Road, Mannings Heath	Wtg for doc's from HDC

(2) **Correspondence**

Document	
<p>Horsham Visitor Economy Strategy Workshops Email dated 31st May 2017, from Lynda Spain, HDC</p> <p>You are invited to attend a two hour workshop that will present the findings from the recent Visitor Economy Strategy engagement process and will discuss the proposed themes for the strategy, the ways in which it could be delivered and who would like to be involved. There are two workshops to choose from, both being held on 20th June 2017. The first will be at Billingshurst Centre (Council Chamber room) 10.00am – 12noon and the second will be at Henfield Hall (Main Hall) 2.30pm – 4.30pm</p> <p>Please advise the Clerk if you would like to attend.</p>	For information
<p>Heritage Workshop Programme July 2017 Email dated 1st June 2017, from Norman Kwan, HDC</p> <p>As part of Horsham Council's commitment to a revised offer of support to neighbourhood planners in the district we are working in collaboration with Historic England's South East Region team to invite you to a free heritage training workshop for communities involved in neighbourhood planning.</p> <p>This is a training opportunity for Neighbourhood Forums and Parish Councils engaged in Neighbourhood Planning to learn about the heritage law and policies their plans will need to respond to and opportunities to provide greater recognition and protection of the character and heritage of their area. Places at the moment</p>	For information

<p>are restricted to two attendees from each Parish Council/Qualifying Body.</p> <p>The event commences at 10.30 am on Friday 7th July and will be held at the HDC Parkside Offices.</p> <p>Please advise the Clerk if you would like any further information or would like to attend the workshop.</p>	
<p>Sussex Police - Horsham Weekly Bulletin 02/06/2017 Email dated 2nd June 2017, from alert@neighbourhoodalert.co.uk</p> <p>Police launch summer crackdown on drink and drug drivers 1st June, sees the launch of Surrey and Sussex Police’s summer drink and drug driving campaign - also known as Operation Dragonfly. The month of action will see the counties’ joint Roads Policing Unit carry out dedicated patrols to put the brakes on any motorists who take to the road while under the influence of intoxicating substances.</p> <p>The initiative is being supported by the Sussex Safer Roads Partnership, DriveSmart in Surrey and the independent charity Crimestoppers. As well as RPU officers a number of Special Constables from Sussex will also be out on roads network to help target drink and drug drivers.</p> <p>Approximately 300 officers across the force are now fully qualified to test motorists for drugs on the roadside. This is in addition to the hundreds more already able to test suspected drink drivers, making it even harder for motorists to get away with offences.</p> <p>Superintendent Chris Moon, Head of Surrey and Sussex Roads Policing Unit, said: “In the summer months when the weather tends to be nicer people will often stay out drinking later into the evening. There are some who find the temptation of driving home after a few drinks all too appealing and we want to share the message that this is not acceptable and drink or drug driving of any kind won’t be tolerated in Surrey or Sussex. Our advice is simple – go cold turkey or do not drive.</p> <p>“Driving with drink or drugs in your system impairs your judgement and ability to drive safely. Not only can you cause injury or death to others, being caught drink or drug driving can also have other consequences such as a criminal record, a heavy fine, losing your job and licence and an increase in insurance premiums. It’s also worth remembering that it’s not just about planning your journey home, you may still be over the limit the following morning.</p> <p>“Passengers should not accept lifts from drivers who they know have drunk alcohol or taken drugs. We also ask that you refrain from offering an alcoholic drink or drugs to someone you know is planning to drive.”</p> <p>Anyone caught drink or drug-driving will be dealt with robustly – offenders face a minimum 12-month disqualification, up to six months imprisonment and a fine of up to £5000. If a death is caused through dangerous driving while over the limit, a sentence of up to 14 years behind bars can result.</p> <p>Members of the public are also being asked to play their part by reporting anyone they suspect to be driving under the influence.</p> <p>People in Sussex can text officers on 65999 with the details of people they suspect of drink or drug driving or visit Operation Crackdown.</p> <p>You can also contact the independent charity Crimestoppers anonymously on 0800 555 111. If you know someone is driving while over the limit through drink or drugs, call</p>	<p>For information</p>

<p>999. Follow us on social media for further campaign updates throughout the month.</p> <p>https://sussex.police.uk/news/police-launch-summer-crackdown-on-drink-and-drug-drivers/</p> <p>High visibility patrols continue Surrey and Sussex police will continue its high visibility reassurance patrols.</p> <p>However enhanced patrols by armed officers, seen at train stations and other locations, will stand down today (Tuesday 30 May) with the threat level having returned to severe.</p> <p>Head of Operations Command Assistant Chief Constable Steve Barry said: "The public can be reassured that our high visibility patrols continue and where we have reviewed and enhanced security at some events taking place in Surrey and Sussex, we will maintain that presence.</p> <p>"They will also continue to see high visibility patrols in Shoreham where a 23-year-old man was arrested on Monday by counter terrorism police.</p> <p>"The actions we are taking follows a decision by the Joint Terrorism Analysis Centre that a terrorist attack may no longer be imminent and the threat level being lowered from critical to severe on Saturday.</p> <p>"I would like to thank the public for their continued support during this challenging time. They should remain alert and report any suspicious activity. If you see something or are worried about something do not hesitate but contact police in confidence on the anti-terrorist hotline on 0800 789321 or in an emergency call 999."</p> <p>For further information about reporting suspicious behaviour visit our Counter Terrorism pages.</p> <p>https://sussex.police.uk/news/high-visibility-patrols-continue/</p>	
<p>Wedding Service Fraud Email dated 5th June 2017, from alert@neighbourhoodalert.co.uk</p> <p>With the upcoming "Wedding Season", and for those individuals who are considering making plans for next year and beyond, you should be aware of the potential risks of fraud involved.</p> <p>According to 'bridesmagazine.co.uk', in 2017 the average wedding cost spend is approximately £30,111. This will be paid out to multiple vendors, including; photographers, caterers, reception venues and travel companies, to name a few. Many of these services will require booking at least several months in advance and you may be obliged to pay a deposit or even the full balance at the time.</p> <p>Being aware of the potential risks and following the below prevention advice could minimise the likelihood of fraud:</p> <p>Paying by Credit Card will provide you with protection under Section 75 of the Consumer Credit Act, for purchases above £100 and below £30,000. This means that even if a Company goes into liquidation before your big day, you could claim a refund through your Credit Card Company.</p> <p>Social Media - Some Companies run their businesses entirely via social media sites, offering low cost services. Whilst many are genuine, some may not be insured or may even be fraudulent. There are a few things you can do to protect</p>	

<p>yourself;</p> <ul style="list-style-type: none"> • Ensure you obtain a physical address and contact details for the vendor and verify this information. Should you experience any problems, you will then be able to make a complaint to Trading Standards or consider pursuing via the Small Claims Court. • Ensure you obtain a contract before paying money for services. Make certain you fully read and understand what you are signing and note the terms of cancellation. <p>Consider purchasing Wedding Insurance - Policies vary in cover and can be purchased up to two years in advance. They can protect you from events that would not be covered under the Consumer Credit Act.</p> <p>Complete research on each vendor, ensuring you are dealing with a bona fide person or company. Explore the internet for reviews and ratings and ask the vendor to provide details of past clients you can speak to. You should do this even if using companies recommended by a trustworthy friend or source.</p> <p>For services such as wedding photographers, beware of websites using fake images. Look for inconsistencies in style; Meet the photographer in person and ask to view sample albums. If you like an image from a wedding, ask to view the photographs taken of the whole event so you can see the overall quality.</p> <p>Remember, if something appears too good to be true, it probably is!</p> <p>The Clerk has included the details on the Parish Councils website.</p>	
<p>Sussex What If? Programme Information Email dated 9th June 2017, from Anna Beams, SSALC</p> <p><u>The Sussex Resilience Forum</u> The Sussex Resilience Forum (SRF) is a non-statutory forum that consists of members from the Emergency Services, National Health Service / Public Health England, Local Authorities, Environment Agency and Military and other government representatives, with comprehensive support from the Voluntary Sector coming together with the principal aim of 'Making Sussex a Safer Place'.</p> <p>The Sussex Resilience Forum is the principal mechanism for multi-agency cooperation under the Civil Contingencies Act 2004. The SRF is based on the Sussex Constabulary boundary and is jointly led by the SRF Executive Group.</p> <p>The role of the SRF is to establish, through a collective forum, responsibility and a collaborative approach to, plan, prepare, and communicate in a multi-agency environment in line with the Civil Contingencies Act 2004 and associated regulations to address all aspects of policy in relation to:</p> <ul style="list-style-type: none"> • risk; • planning for emergencies; • planning for business continuity management; • publishing information about risk assessments and plans; • arrangements to warn and inform the public; and • other aspects of civil protection duty, including the promotion of business continuity management by local authorities; and • support the preparation of multi-agency plans and other documents, including protocols and agreements and the • co-ordination of multi-agency exercises and other training events, so that we actively learn and drive continuous improvement <p><u>Sussex Community Resilience Partnership – SCRP Objectives</u></p> <ul style="list-style-type: none"> • Deliver training Pan-Sussex on the 'What If' Programme – Introduction to Emergencies & You Can Make a Difference. 	For information

- Review 'What If' programme – identify any areas of additional training material required and action accordingly.
- Develop a wider engagement programme with the Voluntary Sector Pan-Sussex
- Establish a 'Capabilities matrix' for the Voluntary Sector and finalise the 'Linking Document'
- Develop best practice to engage with Voluntary Sector to support Cat 1/2 responders during events – either via individual organisations or by means of the introduction of the CRIS (Community Resilience in Sussex) programme being pursued by Vol Sector agencies.
- Communicate best practice identified via the Communities Prepared National Group (CPNG) – Civil Contingencies Secretariat.
- Promotion of Business Continuity for Small and Medium Enterprises - SME's :-
- Raise awareness of the risks and potential impacts highlighted within the Sussex Community Risk Register
- Provide simple and effective risk assessment tools to aid Business Continuity Planning (BCP)
- Encourage SME's to support local community resilience planning and resourcing
- Raise awareness of BCP for small and medium enterprises (SME's) this would be in partnership with an initiative of His Royal Highness The Prince of Wales, Duke of Rothesay, the Business Emergency Resilience Group (BERG) which helps businesses and communities across the UK to prepare for, respond to and recover from emergencies such as flooding, cyber-attacks and civil unrest.

As part of our role to educate and to promote community resilience within Sussex, we have developed the 'What If' programme. This consists of two presentations. The first being 'An Introduction to Emergencies' and the second entitled 'You Can Make a Difference'.

These provide background and valuable information on how local communities and groups can work together safely and to bring about safer, stronger and more resilient communities. These presentations are for delivery across both East & West Sussex and by the Unitary Authorities of Brighton and Hove.

Forthcoming Event – Get Ready for Summer

The Sussex Resilience Forum is presenting an event at County Hall North, Park St, Horsham. RH12 1XH. On Saturday 1st July 2017. Registration commences at 0930 and the event takes place 1000-1530 hrs.

'Get Ready for Summer' will be supported with presentations from various external and internal partners, including – Public Health England and The Met Office.

The day is aimed at Local Authorities and Voluntary Organisations within Sussex and will provide guidance and training for events which could impact our local communities. The day is divided into various sessions, with an escalating theme on 'Heat Wave' and how agencies work together with Local Authorities and the voluntary sector as the situation develops. There are breakout sessions after each presentation, when each table can discuss their thoughts and possible actions and then have the opportunity to feed back to the group as a whole. Additionally, there will be stands set up to provide written materials to support the presentations and other relevant guidance and contact details.

These events have been well attended in the past and feedback from previous themed events has been very positive. It will be an enjoyable and insightful day and an ideal opportunity for networking and to reinforce the whole ethos of 'Community Resilience'. A buffet lunch and refreshments will be provided on the day.

<p>Please advise the Clerk if you would like to attend.</p>	
<p>Planning Training Seminar Email dated 9th June 2017, from Anna Beams, SSALC</p> <p>Rusper Parish Council are holding a training seminar on planning on 17th July from 6.30pm-9.30pm. This will be run by a planning consultant and will cover the following areas:-</p> <ul style="list-style-type: none"> • Explanation of the different types of application • How to form a comment on a planning application • How the Planning Department make their decisions • Enforcement <p>If your Councillors would like to attend, please contact Leanne Bannister at clerk@rusper-pc.org.uk, please do not book through SSALC. We expect the cost to be around £30-£40 per person, and spaces will be offered on a first come, first serve basis.</p>	<p>For information</p>
<p>Please advise the Clerk if you would like to attend.</p> <p>Sussex Police - Horsham Weekly Bulletin 09.06.2017 Email dated 9th June 2017, from alert@neighbourhoodalert.co.uk</p> <p>Sussex Police response to London terrorist incident All policing remains under review to ensure appropriate security after the terror attacks in London. Assistant Chief Constable Steve Barry, Head of Operations Command, said: "Many of us became aware of the news as it broke last night of the terror attacks in London. "As details emerge about what happened, through this Met Police-led investigation, our thoughts are with victims and all of those involved, including those who bravely responded. "People will see enhanced high visibility patrols at key locations across the counties as we continue to keep all policing under review across Surrey and Sussex to ensure the most appropriate security is in place to keep our communities safe. "Policing in the UK continues to operate at a heightened state against the backdrop of a 'severe' threat level, which has been in place since 2014, and means that an attack is highly likely. This threat level applies to the whole of the UK and not any specific area. "It is important for the public to work with us and remain vigilant as we tackle the on-going terrorist threat. "Please report any suspicious activity using the anti-terrorist hotline number 0800 789 321 or 999 in an emergency. "This is a time for us all to work closely together and unite against those who seek, through violence and extremism, to intimidate or cause fear." For more information please visit our advice page. https://sussex.police.uk/news/sussex-police-response-to-london-terrorist-incident/</p> <p>Theft of cash by opportunist thief in Horsham A cleaner working at an address in Wimblehurst Road, Horsham, fell prey to an opportunist thief who struck at around 2.45pm on Monday (5 June).</p> <p>The suspect appeared at the kitchen door and asked for water, claiming to be injured. The cleaner told him to stay where he was and turned to the sink to use the tap, but as she did so the thief stepped in, snatched a quantity of cash from a bench and ran off.</p> <p>He is described as a white man, 5'9" - 6', in his mid-20s, of slight build, clean shaven but with dark, wavy, chin-length messy hair. He was wearing dirty blue</p>	<p>For information</p>

denim jeans, light-coloured trainers and a long-sleeved top.

Detective Constable Julie Chambers, of the West Sussex Community Investigation Team, said: "We'd encourage people to be careful about leaving doors and windows open when unattended, particularly during the warmer weather we've seen of late."

She appealed for anyone with information about the incident or the suspect to report details online [here](#), quoting serial 877 of 05/06.

They can also contact the independent charity Crimestoppers anonymously on 0800 555 111 or online [here](#).

<https://sussex.police.uk/news/theft-of-cash-by-opportunist-thief-in-horsham/>

Volunteers' week celebrated at Sussex Police

Volunteers' week celebrates all those who give up their time for free as well as doing another day job.

There are around 600 volunteers at Sussex Police from special constables to cadets to volunteer CCTV viewers. As well as June 1 to June 7 being volunteers' week, Saturday and Sunday (June 3/4) was specials weekend when our special constables were out and about across the county. Follow @sussexspecials on Twitter to find out what they've been doing.

Last month, Sussex Police stole the show at the regional volunteering awards winning three out of six categories and were runners-up in one other.

Matt West was awarded the South East Regional Special Constable of the Year at this year's Citizens in Policing awards on May 6. Two Sussex Specials also came as runners up in the Special Constable Team of the year award. SC Pete Jennings and SC Lee Bates have worked more than 150 hours since January and are invaluable members of their teams. Both the Cadet Team of the Year - Eastbourne, run by Sergeant Fiona Munro - and the Cadet of the Year, Harry Marchant, came from Sussex.

In September last year, the force advertised for people to join five new volunteering roles based across the county and now some of them have started those roles.

Mum-of-three Hannah Sheridan-Olliver from Lewes has started as a CCTV viewer. She said: "I've worked for the same company for 20 years and really enjoy what I do. Since moving to Lewes three years ago and with a significant birthday approaching me next year I wanted to do something different without giving up my day job and doing some good either locally."

Retired finance worker Paul Hopkins from Ashington wanted to keep his brain active once he gave up work.

"Clichéd as it may sound I wanted to 'give something back'. I wanted to do something fulfilling and yet something worthwhile and valued. In my relatively small role in helping the MASH (multi agency safeguarding hub) unit in Horsham I am pleased to say this is proving to be the case and I am enjoying it immensely."

Chief Inspector Rob Leet, in charge of the volunteering programme, said: "Volunteering is rewarding and challenging, offering a unique opportunity to develop your skills and experience, try things you've always wanted to do and learn more about how Sussex Police works. Our volunteers are rewarded with a diverse and supportive environment that can bring personal benefits and huge sense of community involvement.

"We have more than 100 police volunteers working within our communities in a

variety of roles from specialist search teams, to office administrators, to Community Speedwatch. They are incredibly hard working and important to us and I want to thank each and every one of them. https://sussex.police.uk/news/volunteers-week-celebrated-at-sussex-police/	
The Clerk has included the details on the Parish Councils website.	

Sarah Hall,
Clerk to the Parish Council