

Memo (Agenda September 2019)

To: Parish Councillors

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

From: Sarah Hall

Date: 3rd August 2019 (week commencing 29th July 2019)

Re: COUNCILLORS' BRIEFING NOTE

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

(1) **Planning Applications Issued**

Number	Applicant & Reason	Consultation Closes	NPC Meeting
DC/19/1500 23.07.2019	Prior notification for the erection of a new steel framed agricultural building with cement fibre roof, concrete panel walls to rear and side with timber cladding to rear and gable end. Land Parcel at 518747 128789 Sedgwick Lane, Horsham	Not available	Email consultation
DISC/19/0235 29.07.2019	Approval of details reserved by condition 3 (contamination assessment and desk study reports) to approved application DC/19/0953 Little Homefield, Brighton Road, Mannings Heath	12.08.2019	Email consultation
DC/19/1554 01.08.2019	Erection of a two storey side extension, part first floor extension over existing garage with the installation of a dormer window to front elevation 15 Whytings, Mannings Heath	22.08.2019	Email consultation

(2) **HDC Decisions**

Number	Applicant & Reason	PC Observation	HDC Decision
DC/19/1358	Prior notification for the creation of a new agricultural access chalk track with eco mix topping form an existing entrance around the side of the field to existing farm buildings. Water Mill Barn, Amiesmill Farm, Kerves Lane, Horsham	No objection	Prior approval not required

(3) **Appeals**

Number	Applicant & Reason	PI Decision
	No new appeals lodged and no updates	

(4) Enforcement Numbers

Number	Nature of Complaint	Date	HDC Action
	No new Enforcement Numbers		

Clerks Update

- The Parish Councils DPO has confirmed;
‘In response to the issue of Parish Councillors the ICO has already ruled on this and determined that they do not need to register in their own right. This is especially true if you have set up your IT as recommended so that Councillors have an email address belonging to the Council and are storing their documents in a shared library. This means that they are not ‘controlling’ documents or communications’.
- Zurich Insurance have confirmed that the claim, £886.25, for the pole mounted lighting column on the A281 in Monks Gate will be settled within 7 days.
- Masons Field - WSCC Highways have confirmed;
‘I have visited this site and raised jobs to have the carriageway repaired, to bring it to the correct level with the dropped kerb, to allow the dropped kerb to be used by mobility scooters etc’

Correspondence

Email dated 29th July 2019, from HDC

Planning Committee (North) agenda – 6th August 2019, 5.30pm

Please find below a link to the agenda for the Planning Committee (North) meeting, there are no applications in the Parish included on the agenda;

<https://horsham.moderngov.co.uk/ieListDocuments.aspx?MId=1514&x=1>

Email dated 29th July 2019, from NALC

Chief Executives Weekly Bulletin

New prime minister and cabinet

I’m sure many of you have been keeping a close eye on the goings-on in Westminster this week, here’s a short update:

- Boris Johnson beat Jeremy Hunt to become the new prime minister, uniting the country among key pledges in his first speeches
- James Brokenshire stood down as secretary of state for Housing, Communities and Local Government (MHCLG), and was replaced by Robert Jenrick, the MP for Newark in Nottinghamshire
- Sajid Javid promoted to Chancellor and Rishi Sunak promoted to chief secretary to Treasury, replacing Liz Truss who becomes trade secretary;
- Esther McVey is the new housing minister in MHCLG, with Jake Berry remaining a minister but jointly with Cabinet Office – the new local government minister is yet to be announced
- Theresa Villiers is the new secretary of state for Environment, Food and Rural Affairs
- We tweeted congratulations to Robert Jenrick from [@nalc](#) and our chairman, [Cllr Sue Baxter](#), and Sue has also written congratulating him on his appointment, saying she looks forward to working together to take forward the new Communities Framework and setting out our key asks for the upcoming Comprehensive Spending Review – you can read more in our news story [here](#).

Communities Framework to strengthen the role of local councils

More on the Communities Framework, which I was delighted to see published earlier this week, and following representations by NALC – including through our role on the Communities Partnership Board – commits to strengthening the purpose and role of local (parish and town) councils, championing your important work, and exploring making it easier to set up new councils. Again, you can read more in our news story [here](#).

Star Council Awards finalists announced

Almost overshadowing Wednesday's Cabinet appointments (!) was our announcement of the **finalists** in the Council, Councillor, Young Councillor and Clerk of the Year categories of our Star Council Awards. To find out more about the Council of the Year finalists and vote for your favourite [here](#). We also announced the County Association Project of the Year longlist, and in a new innovation this year aimed at showcasing the brilliant work of county associations, we have invited them to choose their favourite which will be combined with the judges votes. All winners will be announced at our Star Council Awards dinner held on the first night of our Annual Conference – you can be there to see the winners crowned by [booking](#) your conference place now.

Give larger councils a voice in 2019!

On 25 July we opened nominations to the Larger Councils Committee for directly elected candidates for 2020. The committee is a key special interest group for NALC and represents the interests of all larger local councils. There are **four elected councillor and two elected clerk** places – for more information and to download a nomination form click [here](#).

Rural Coalition

Promoting the interests of rural areas is a key priority for NALC and our Smaller Councils Committee, one of the ways we take this forward is through the Rural Coalition, of which we are a key partner. Here are some highlights from the meeting held on 24 July:

- Lord Gardiner, minister for rural affairs, Defra, attended as it might have been his last meeting due to the reshuffle, and he reflected that he had enjoyed the Coalition's support, challenge and input over the last few years, thanking members for their contributions including at recent roundtables (which NALC attended) and noted that messages received had been picked up with others, and referenced the new prime minister's commitment to digital access across the country and raising funding for schools.
- He fed back on the **government's recent response to the House of Lords report on the rural economy** and stressed more needed to be done to embed rural proofing across government, which the Coalition could help with, with proposals including a senior leader in each government department to ensure services reflect rural/ countryside issues, and the creation of a Rural Affairs Board in Defra to act at senior level with other departments and organisations such as the Coalition to bring in their expertise.
- Finally he stressed that the new UK Shared Prosperity Fund needs to take account of rural areas where there is a high proportion of small businesses; NALC will be supporting this and calling for our sector to have an influence on its development and delivery

Trade Unions Pay Claim

The Trade Union Side of the National Joint Council for Local Government Services has submitted their **pay claim for 2020** to the LGA, who will be consulting their councils via regional pay briefings during September and October. NALC's Management Board will be considering making representations on the pay claim at its meeting on 9 September, and if you have any views please let me have them by then.

LCR Summer 2019

Look out for the latest edition of *LCR*, which should land on your doorstep today. In this issue discover a whole range of articles, from our cover star Duncan Selbie, chief executive, Public Health England, who believes local councils are the bedrock to keeping the nation healthy, to the legalities of vaping in council buildings, and a call from outgoing Local Government Association chairman Lord Gary Porter for local councils to work with their principal authorities to meet the challenges and opportunities ahead.

To read more and subscribe to *LCR* go to www.nalc.gov.uk/lcrmagine.

Out and about

I was grateful this week to Sally Longmate, chief executive, Suffolk Association of Local Councils, for inviting me to a meeting with England's largest super district East Suffolk Council, to discuss how local councils can contribute to a really exciting initiative to set up community partnerships, bringing together other key agencies including health and police to address local concerns, with a small budget too. Great for our councils to have a seat at that table!

And finally...

NALC warmly welcomed Elisabeth Skinner, academic leader, Society of Local Council Clerks and students from the Community Governance course, to our offices on 26 July. The students were clerks and deputy clerks studying for an advanced Level 4 qualification, building a deeper knowledge beyond the Certificate in Local Council Administration. Elisabeth provided feedback following the first set of assignments submitted in June, topics covered included planning, finance, and both community and organisational governance.

Email dated 30th July 2019, from SSALC

NALC May 2019 Election Survey

Introduction

Following the May 2019 local (town and parish) elections, the National Association of Local Councils (NALC) are undertaking research based on the experiences of councillors, councils and county associations. A mix of qualitative and quantitative survey questions will be given to county associations and clerks to answer and distribute. The qualitative data gathered will give councils and councillors a chance to describe their personal experiences (good and bad); while the quantitative data collected will give a statistics-based overview of the local elections.

NALC aims to gather the voices and experiences from different levels of local government: individual councillors, councils and county associations. In addition to experiences gathered from diverse geographic locations around the country and from a large size range of council. The research gathered will also obtain more information about councillors themselves such as their motivations for running for election, their use of election materials and how they promoted the election in their communities.

NALC will be placing this survey research in conjunction with additional quantitative data gathered from district and borough councils' websites, revealing; how many seats were won through a contested election; the number of co-opted councillors; and the number of vacant seats on local councils. Overall, this research has several targeted audiences which will highlight a range of experiences. Placing first-hand experiences in a context of quantitative analysis will produce an in-depth picture of the 2019 Nlay local elections. NALC expects that this research will uncover positive as well as negative experiences and will be used by the entirety of local government as a springboard to promote the next elections for all local councils. NALC aims to promote the election process as an important part of being the first tier of government and suggest ways that councils can encourage more members of the public to stand for election.

As a follow up to the May 2019 elections the NALC policy and communications team are undertaking some research on the experience of councillors and councils. This research comes in the form of two surveys: one for clerks to fill in as a representative of the council and one for councillors to be filled in by all councillors on the council.

The data gathered will be placed in a wider context of how many contested and uncontested elections took place and give a national picture of town and parish elections in England.

NALC would love to see all councils and councillors complete these surveys if possible.

Here is the link to the survey for councillors to fill in: <https://www.surveymonkey.co.uk/r/GHKRX5J>

Email dated 30th July 2019, from HDC
Asset of Community Value – Copsale Hall

The community nomination has been accepted and Copsale Hall has been included in HDC's list of Assets of Community Value.

The landowner has the right to seek a review of the decision and this must be submitted with 8 weeks.

Email dated 30th July 2019, from HDC
New Postal Address

Development		Postal Address
Agricultural premises adjoining Sheepwash Farm, Copsale Road, Maplehurst, Horsham	-	Pemberley, Copsale Road, Maplehurst, Horsham RH13 6QY

Email dated 1st August 2019, from WSCC
WSCC Town & Parish News August 2019

Please find a link to the August edition of WSCC Town & Parish News below;

<https://www.nuthurstparishcouncil.co.uk/wp-content/uploads/2019/08/WSCC-Town-Parish-News-August-2019.pdf>

Email dated 1st August 2019, from CAGNE
Gatwick Airport Master Plan announcement

On 18th July Gatwick Airport published its Master Plan that, in effect, sets out its intention to become a 3 runway airport. It plans to increase the number of aircraft movements on the main runway by using new satellite technology; to use the emergency runway on a regular basis for departures; and to safeguard land for a future 3rd runway.

CAGNE believes that the Master Plan is very bad news for the people of Sussex, Surrey and Kent. It will involve not just a 36% increase in aircraft movements, with all the attendant air and noise pollution, but also will place a significant strain on the already overstretched infrastructure of our area.

Using the main runway in conjunction with the operationalisation of the emergency runway would bring a 36% increase in aircraft movements, bringing passenger numbers up to 70m. Expansion on this scale will not only bring an influx of passengers, but could also attract up to 20,000 workers into the area; an area already short of housing, schools and transport infrastructure with a lack of unemployment.

Aviation growth comes at a huge cost to our planet. We now know that we are in the midst of a climate emergency. The Government has acknowledged as much by committing to a net zero carbon economy by 2050. Aviation expansion flies in the face of that commitment.

In the same way that many of us are now trying to reduce our consumption of plastic and starting to eat less meat and dairy, CAGNE are now asking everyone to try to reduce their carbon footprint by pledging to Fly Less.

Aircraft new technology is decades away for aviation commercial leisure travel and so we ask can you support a commercial organisation seeking to expand in such a significant way that it will be not only damage your local environmental but also that of your planet?

We invite you to join CAGNE is opposing Gatwick Airport Master Plan at www.cagne.org and instantly reduce your carbon footprint by 'pledge to fly less' – so if you fly 4 times a year, think about flying less and become a 'smart climate traveller' www.pledgetoflyless.co.uk.

Email dated 2nd August 2019, from NALC Chief Executives Bulletin

Cabinet reshuffle

The Government's reshuffle is complete and it is worth highlighting a few announcements:

- As mentioned last week, Robert Jenrick MP is the Secretary of State for Housing, Communities and Local Government. We have also been informed by colleagues that he is also the president for Nottinghamshire county association, so hopefully, he should have a good understanding of the sector!
- Luke Hall MP is the new Parliamentary Under-Secretary of State, Minister for Local Government and Homelessness. He is also MP for Thornbury and Yate in South Gloucestershire, which falls within the area of the Avon local councils associations (ALCA).
- Lord Gardiner was reappointed Parliamentary Under-Secretary of State for Rural Affairs and Biosecurity at the Department for Environmental, Food and Rural Affairs. We have built a good relationship with him on rural issues, so are pleased to see him continue in this post.

We have sent them our congratulations and are seeking meetings to discuss key issues. You can find further details on the [Ministry website](#). Please do let us know if you have particularly good contacts with any of them.

Election research

Following a discussion on Northamptonshire ALC's motion at our last National Assembly meeting, we have published councillor and council surveys to collect feedback on what happened in the May 2019 elections. The results will be used to gain a national picture of the local election process and to highlight any on-going issues, to be raised with national organisations, such as the electoral commission or LGA. NALC also hopes to use the findings to encourage more members of the public from different backgrounds to stand for election in the future by gaining stories of best practice. Take a look at our [news story](#) and please complete the surveys below! And encourage others to do so too. We have had over 1,000 responses since Wednesday!

[Complete councillor survey](#) | [Complete local council survey](#)

Tree charter newsletter

July's Tree Charter newsletter was published this week and sent to all of our tree charter branches. NALC has partnered with The Woodland Trust and The National Union of Students to promote ten principles of protecting green spaces and trees in local areas. The newsletter highlights case studies from three excellent local councils: Falmouth, Loughton and Bishop Waltham. A date for your diary is 30 November, the annual tree charter day, where we encourage as many people as possible to plant trees around the UK. You can apply for free trees through **The Woodland Trust**.

If you would like to find out how your council can get involved then head over to our [website](#), where there is plenty of supporting material and guidance. If your council is doing good things with trees please contact claire.goldfinch@nalc.gov.uk

BHIB Cyber Essentials Pilot

NALC sponsors BHIB have teamed up with Berea Associates to run a pilot aimed at making cybersecurity simple for local councils. At the moment they are working with 5 councils in Northamptonshire and Buckinghamshire to pilot a Cyber Essentials and Security scheme. They are working with a wide size range of councils and exploring the use of cyber technology to ensure the safety of council information. The solution provides a cybersecurity guidance and advice pack for councillors, clerks and volunteers along with a web-based self – assessment that once completed will give you your HM Gov. Cyber Essentials certificate. We'll keep you posted with progress and share more about the solution in the coming weeks!

The Village Survival Guide

The Prince's Countryside Fund has published this week 'The Village Survival Guide' which NALC had had input to. It features case histories, checklists and practical advice, and is intended to help those living in the countryside to utilise the talents available in their own communities. The guide references how working with your local (parish and town) councils can deliver great initiatives: such as a volunteer car service which has been a lifeline for villagers getting to medical appointments and for those who don't qualify for non-emergency patient transport, 'car clubs' which has helped connect schools, elderly and the disabled around the villages, and the Good Neighbours Scheme which brings volunteers in touch with residents who need support, such as gardening, DIY or even just befriending to help tackle loneliness. [Find out more](#)

Local Government Association (LGA) releases Councillors' guide to handling intimidation

LGA has released a report on the practical steps for councillors to use to protect themselves from intimidation. [Read the full report](#)

The key points from the report are:

- Councillors are encouraged to keep a record of any intimidatory communication or behaviour
- Contact with unknown or anonymous individuals should be undertaken with care

And finally...

I am pleased to announce that Katie Bourne, the newly appointed Sussex Police Crime Commissioner has been elected as the Chair of the [Association of Police & Crime Commissioners](#). In that capacity, she also sits on the Government's new national policing board which had its first meeting this week. She will also be speaking at our conference in

October on 'Creating Safer Communities' and I am sure there will be opportunities to question her on the Government's plans to recruit additional police officers.

Additionally, we have announced an exciting line-up for our youth engagement workshop which highlights how to engage young people in local politics. The panel is: Amanda Chetwynd-Cowieson, chair at British Youth Council; Kayleigh Wainright, head of membership & policy at UK Youth; Rachael Farrington, founder of Voting Counts; Jason Arthur, director of strategy and communications at Step Up to Serve and Cllr Sam Foulder-Hughes, at Kingston Council and former British Youth Parliament councillor. I think this will be a very stimulating panel talk and look forward to seeing them all in October!

Make sure you [buy your tickets](#) before they sell out!