

## Full Council

**Minutes of meeting held in Council Chamber at County Hall, St Annes Crescent, Lewes on 24 February 2020 at 6.00 pm**

### **Present:**

Councillor Stephen Gauntlett (Chair)

Councillors Adrian Ross (Vice-Chair), Sam Adeniji, Graham Amy, Robert Banks, Nancy Bikson, Matthew Bird, Liz Boorman, Phil Boorman, Roy Burman, Julie Carr, Roy Clay, Chris Collier, Sharon Davy, Johnny Denis, Lynda Duhigg, Isabelle Linington, Ron Maskell, Ruth O'Keeffe, Christoph von Kurthy, Jim Lord, Sylvia Lord, James MacCleary, Sean MacLeod, Imogen Makepeace, Milly Manley, William Meyer, Joe Miller, Zoe Nicholson, Emily O'Brien, Laurence O'Connor, Nicola Papanicolaou, Julian Peterson, Keira Rigden, Christine Robinson and Ian White

### **Officers in attendance:**

Robert Cottrill (Chief Executive), Peter Finnis (Assistant Director for Corporate Governance), Homira Javadi (Chief Finance Officer), Catherine Knight (Assistant Director of Legal and Democratic Services), Tim Whelan (Director of Service Delivery) and Sarah Lawrence (Senior Committee Officer)

### **48 Minutes of the meeting held on 25 September 2019**

The minutes of the meeting of the Council held on 25 September 2019 were approved as a correct record and signed by the Chair of the Council.

### **49 Apologies for absence**

Apologies for absence were reported from Councillors Brett, Davis, Jones, Rutland and Saunders.

### **50 Declarations of interest**

Councillor Maskell declared an personal interest in respect of Agenda Item 9(b) in the Local Council Tax Reduction Scheme 2020/21 and Council Tax Class C Discount, as a landlord..

### **51 Announcements**

The Council received a list of the Chair of the Council's engagements carried out between 26 September 2019 and 24 February 2020.

**52 Urgent items**

There were no urgent items.

**53 Questions from members of the public**

The Chairman read out a question from two local residents, Lin Heyworth and Rita Ellis directed at the Leader of the Council, a copy of which was tabled at the meeting.

The question expressed concern that the St Anne's site in Lewes adjacent to County Hall continued to lie unused and had been the subject of a recent arson attack. It was asked if it was feasible for East Sussex County Council to come to an arrangement, financial or otherwise, in order to pass the site over to Lewes District Council for the development of much-needed social housing.

Councillor O'Brien (Cabinet member for planning and infrastructure) responded on behalf of the Leader. She advised that she shared the frustration that the site had been vacant so long. The land was in the ownership of East Sussex County Council and it was ultimately the County Council's decision as to how any scheme progresses. However, the District Council was happy to provide any support required from its planning, housing or development teams, in order to assist with the development of the site for housing or community benefit.

**54 Petitions**

No petitions were considered for consideration.

**55 Council Budget and Setting of the Council Tax for 2020/21**

The Council received the Council Budget and Setting of the Council Tax report for 2020/21, including the Section 25 Statement of the Section 151 Officer (Chief Finance Officer), a General Fund Summary and the recommendations from the meeting of Cabinet held on 5 February 2020, in respect of the:

- General Fund Budget 2020/21 and Capital Programme
- Housing Revenue Account (HRA) Revenue Budget and Rent Setting 2020/21 and HRA Capital Programme 2019-23; and
- Treasury Management and Prudential Indicators 2020/21, Capital Strategy and Investment Strategy

The recommendations 1 to 9 set out in the Chief Finance Officers' report were moved by Councillor Nicholson and seconded by Councillor Carr.

Councillor Linington moved and Councillor Burman seconded an amendment to recommendation 1 set out on the agenda papers:

**“Amendment 1 - CLIFF (Coastal Loss Innovative Funding and Finance) Rapid Scoping Review** £10,000 – to join this project undertaken by Coastal Partnership East and Marsh to complete the work on considering potential

finance or funding mechanisms to incentivise residents to relocate from high risk areas or provide financial protection to those that lose their homes. The first phase identified five potential financial options. The second phase will explore these in more detail and screen them for political sensitivity, financial viability, and social acceptability at different locations around the coast in England and Wales.”

Councillor Linington moved and Councillor Liz Boorman seconded a further amendment which had been circulated to Councillors:

**“Amendment 2 - Wave Leisure Trust Ltd**

£25,000 – to provide funding for one year towards two programmes that would otherwise be scaled back when Lewes District Funding ceases in April. The first programme is the health and well-being rural outreach programme. The second is the youth activities in Newhaven including the activities that combat anti-social behaviour. The funding will be reviewed after six months.”

The Leader of the Council (Councillor Nicholson) presented her budget speech, and agreed to incorporate amendment 1 relating to the CLIFF Rapid Scoping Review in her budget recommendation. As part of this speech she thanked the Chief Finance Officer and her team for the preparation of the budget.

Councillor Boorman spoke to Amendment 2 to recommendation 1 in relation to Wave Leisure Trust Ltd.

The budget was debated by members from across the Council.

Councillor Nicholson in summing up advised that she would not be supporting the amendment in relation to Wave Leisure Trust Ltd, as she had spoken to the Chief Executive of Wave Leisure Ltd that morning and understood the additional funding was not required.

Amendment 2 (in relation to Wave Leisure Ltd) was put to a recorded vote (in accordance with statutory requirements) and declared lost by 16 votes to 20. The recorded vote was as follows:

**For the Motion:** Councillors S Adeniji, N Bikson, L Boorman, P Boorman, R Burman, S Davy, L Duhigg, I Linington, J Lord, S Lord, R Maskell, J Miller, N Papanicolaou, J Peterson, K Rigden and I White. (16)

**Against the Motion:** Councillors G Amy, R Banks, M Bird, J Carr, R Clay, C Collier, J Denis, S Gauntlett, J MacCleary, S MacLeod, I Makepeace, M Manley, W Meyer, Z Nicholson, E O’Brien, L O’Connor, R O’Keeffe, C Robinson and A Ross. (20)

The substantive Council motion, incorporating amendment 1 was then put to a recorded vote (in accordance with statutory requirements) and declared carried by 20 votes to 16. The recorded vote was as follows:

**For the Motion:** Councillors G Amy, R Banks, M Bird, J Carr, R Clay, C Collier, J Denis, S Gauntlett, J MacCleary, S MacLeod, I Makepeace,

M Manley, W Meyer, Z Nicholson, E O'Brien, L O'Connor, R O'Keeffe, C Robinson and A Ross. (20)

**Against the Motion:** Councillors S Adeniji, N Bikson, L Boorman, P Boorman, R Burman, S Davy, L Duhigg, I Linington, J Lord, S Lord, R Maskell, J Miller, N Papanicolaou, J Peterson, K Rigden and I White. (16)

**RESOLVED that –**

1. The recommendations as detailed in the reports from the Chief Finance Officer and the Director of Service Delivery to Cabinet on 10 February 2020 as summarised below:

General Fund Budget and Capital Programme

- a. To approve the General Fund budget for 2019/20 (Revised) and 2020/21 (Original) set out in Appendix 1 to the Cabinet Report, including growth and savings proposals for 2020/21 as set out at Appendix 3 to the Cabinet report, subject to the following amendment (to be funded from reserves):

“£10,000 – to join the CLIFF (Coastal Loss Innovative Funding and Finance) Rapid Scoping Review project undertaken by Coastal Partnership East and Marsh to complete the work on considering potential finance or funding mechanisms to incentivise residents to relocate from high risk areas or provide financial protection to those that lose their homes. The first phase identified five potential financial options. The second phase will explore these in more detail and screen them for political sensitivity, financial viability, and social acceptability at different locations around the coast in England and Wales.”

- b. To approve an increase in the Council Tax for Lewes District Council of £5 resulting in a Band D charge for general expenses of £192.08 for 2020/21;
- c. To approve the revised General Fund capital programme 2020/21, as set out at Appendix 5 to the Cabinet report;
- d. To note the Section 25 Statement of the Section 151 Officer Sign-Off attached at Appendix 1 and set out in the Cabinet report;

Treasury Management, Prudential Indicators and Capital Strategy

- e. To approve the Treasury Management Strategy and Annual Investment Strategy for 2020/21, as set out at Appendix A to the Cabinet report;
- f. To approve the Minimum Revenue Provision Policy Statement for 2020/21 as set out at paragraph 8 of the Cabinet report;
- g. To approve the Prudential and Treasury Indicators for 2020/21 to 2022/23, as set out at paragraph 6 of the Cabinet report;
- h. To approve the Capital Strategy set out at Appendix E to the Cabinet report;

Housing Revenue Account

- i. To approve the Housing Revenue Account (HRA) income and expenditure proposals, including revised HRA budget for 2019/20

- and the budget for 2020/21, rents and service charges and the HRA Capital Programme including:
- a. To agree HRA budget for 2020/21 and revised 2019/20 budget as set out at Appendix 1 to the Cabinet report.
  - b. To agree that social and affordable rents (including Shared Ownership) are increased by 2.7% in line with Government policy.
  - c. To agree that private sector leased property rents are increased by 3.4% (RPI+1%).
  - d. To agree that the revised service charges are implemented.
  - e. To agree that garage rents are increased by 3.4% (RPI+1%).
  - f. To agree that the HRA Capital Programme as set out at Appendix 2 to the Cabinet report.
2. That delegated authority is given to the Chief Finance Officer to amend the budget for any presentational changes ensuring the Council Tax Requirement remains unchanged;
  3. That it be noted, that since the Cabinet meeting on 10 February the Business Rates return to the Government (NNDR1) has been finalised and the budget has been updated accordingly as shown in Appendix 2. As a result of the latest Business Rates position, it has been possible to add £450K to the Contingency Provision and transfer £202K into the Business Rates Equalisation Reserve. In addition, previously budgeted transfers from reserves of £700K, to cover additional capital financing costs and the impact of the economic downturn, are no longer required. Finally, it should also be noted that the forecast surplus of £300K together with a further £100K has been transferred into the General Fund Balance.
  4. That the expenses incurred by the Council set out below be approved as Special Expenses chargeable to the residents of each of the Town/Parish areas indicated and that any other expenses (excluding local precepts) incurred by the Council be approved as general expenditure for the purposes of Section 35 of the Local Government Finance Act 1992.

<b>Town/Parish Area</b>	<b>Special Expense 2020/21 £</b>
Lewes	344,430
Newhaven	134,940
Telscombe	57,720
Seaford	58,590
Peacehaven	41,100
Chailey	1,120
Ringmer	4,410
<b>Total</b>	<b>642,310</b>

5. That consequent upon a General Fund budget of £14,254,000 and other matters, the basic amount (Band D) of Council Tax for the Borough Council's functions will be £209.53 calculated as follows:

	<b>General Expenses only</b>	<b>Total including special items</b>
	£000's	£000's
Gross Expenditure:		
General Fund	50,743	
HRA	16,212	
Business Rates payable to Government	7,805	
Contributions to Reserves	689	
	75,449	75,449
Special expenses		642
Parish and Town Council Precepts		4,198
Less Income:		
Service Income	(54,259)	
Other Government Grants	(3,449)	
Business Rates income	(10,587)	
Collection Fund Surplus (Council Tax)	(83)	
	(68,378)	(68,378)
<b>COUNCIL TAX REQUIREMENT</b>	<b>7,071</b>	<b>11,911</b>
<b>Band D Council Tax</b>	<b>£192.08</b>	<b>£323.57</b>

The statutory resolutions relating to this matter are given at paragraphs 5 and 6 below.

6. That it be noted that at its meeting on 10 February 2020 Cabinet approved the following calculations for the year 2020/21, being made in accordance with regulations made under Sections 31(B)(4) and 34(4) of the Local Government Act 1992, as amended:-
- a. 36,811.50 being the amount calculated by the Council, in accordance with regulation 3 of the Local Authorities (Calculation of the Council Tax Base) Regulations 1992, as amended, as its Council Tax Base for the year ) Item T in the formula in Section 31B of the Local Government Finance Act 1992).
  - b.

<u>Council's Area</u>	<u>Part of the Tax Base</u>
Parish of Barcombe	637.60
Parish of Beddingham and Glyde	184.00
Parish of Chailey	1,299.60
Parish of Ditchling	1,122.00
Parish of East Chiltington	192.90
Parish of Falmer	65.80

Parish of Firle	124.80
Parish of Hamsey	271.50
Parish of Iford	90.70
Parish of Kingston	428.10
Town of Lewes	6,137.90
Town of Newhaven	3,693.80
Parish of Newick	1,106.30
Town of Peacehaven	4,800.90
Parish of Piddinghoe	123.60
Parish of Plumpton	665.40
Parish of Ringmer	1,876.30
Parish of Rodmell	208.20
Parish of St Ann Without	39.60
Parish of St John Without	23.60
Town of Seaford	9,495.70
Parish of Southease	22.80
Parish of South Heighton	277.60
Parish of Streat	81.20
Parish of Tarring Neville	8.60
Town of Telscombe	2,533.60
Parish of Westmeston	153.20
Parish of Wivelsfield	1,146.20

7. That the following amounts be now calculated by the Council for the year 2020/21 in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended:

(a)	£80,289,345	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act.
(b)	£68,378,100	being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
(c)	£11,911,245	being the amount by which the aggregate at 5(a) above exceeds the aggregate at 5(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act).
(d)	£323.57	being the amount at 6(c) above (Item R), all divided by Item T (5 above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including local precepts).
(e)	£4,840,441	being the aggregate amount of all special items referred to in Section 34(1) of the Act.

(f)	£192.08	being the amount at 6(d) above less the result given by dividing the amount at 6(e) above by the amount at 4(a) above (Item T), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates,	
(g)	Parts of the Council's area		
	Barcombe	242.23	Piddinghoe 272.74
	Beddingham and Glynde	253.40	Plumpton 283.68
	Chailey	244.28	Ringmer 262.99
	Ditchling	280.23	Rodmell 263.17
	East Chiltington	226.36	St Ann Without 192.08
	Falmer	199.68	St John Without 192.08
	Firle	272.58	Seaford 290.08
	Hamsey	260.24	Southeast 192.08
	Iford	203.11	South Heighton 236.67
	Kingston	308.88	Streat 236.41
	Lewes	445.95	Tarring Neville 192.08
	Newhaven	374.67	Telscombe 309.57
	Newick	251.74	Westmeston 276.94
	Peacehaven	334.82	Wivelsfield 265.18
	Being the amounts given by adding the amount at 5(f) above, the amounts of the special items or items relating to dwelling in those parts of the Council's area mentioned above divided in each case by the amount at 5(B) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.		
(h)	Parts of the Council's area		



Council Tax Valuation Bands								
	A 6/9 £	B 7/9 £	C 8/9 £	D 9/9 £	E 11/9 £	F 13/9 £	G 15/9 £	H 18/9 £
Barcombe	161.49	188.40	215.32	242.23	296.06	349.89	403.72	484.46
Beddingham and Glynde	168.93	197.09	225.24	253.40	309.71	366.02	422.33	506.80
Chailey	162.85	190.00	217.14	244.28	298.56	352.85	407.13	488.56
Ditchling	186.82	217.96	249.09	280.23	342.50	404.78	467.05	560.46
East Chiltington	150.91	176.06	201.21	226.36	276.66	326.96	377.27	452.72
Falmer	133.12	155.31	177.49	199.68	244.05	288.43	332.80	399.36
Firle	181.72	212.01	242.29	272.58	333.15	393.73	454.30	545.16
Hamsey	173.49	202.41	231.32	260.24	318.07	375.90	433.73	520.48
lford	135.41	157.97	180.54	203.11	248.25	293.38	338.52	406.22
Kingston	205.92	240.24	274.56	308.88	377.52	446.16	514.80	617.76
Lewes	297.30	346.85	396.40	445.95	545.05	644.15	743.25	891.90
Newhaven	249.78	291.41	333.04	374.67	457.93	541.19	624.45	749.34
Newick	167.83	195.80	223.77	251.74	307.68	363.62	419.57	503.48
Peacehaven	223.21	260.42	297.62	334.82	409.22	483.63	558.03	669.64
Piddinghoe	181.83	212.13	242.44	272.74	333.35	393.96	454.57	545.48
Plumpton	189.12	220.64	252.16	283.68	346.72	409.76	472.80	567.36
Ringmer	175.33	204.55	233.77	262.99	321.43	379.87	438.32	525.98
Rodmell	175.45	204.69	233.93	263.17	321.65	380.13	438.62	526.34
St Ann Without	128.05	149.40	170.74	192.08	234.76	277.45	320.13	384.16
St John Without	128.05	149.40	170.74	192.08	234.76	277.45	320.13	384.16
Seaford	193.39	225.62	257.85	290.08	354.54	419.00	483.47	580.16
Southeast	128.05	149.40	170.74	192.08	234.76	277.45	320.13	384.16
South Heighton	157.78	184.08	210.37	236.67	289.26	341.86	394.45	473.34
Streat	157.61	183.87	210.14	236.41	288.95	341.48	394.02	472.82
Tarring Neville	128.05	149.40	170.74	192.08	234.76	277.45	320.13	384.16
Telscombe	206.38	240.78	275.17	309.57	378.36	447.16	515.95	619.14
Westmeston	184.63	215.40	246.17	276.94	338.48	400.02	461.57	553.88
Wivelsfield	176.79	206.25	235.72	265.18	324.11	383.04	441.97	530.36

Being the amounts given by multiplying the amounts at 6(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

8. To note that East Sussex County Council, East Sussex Fire and Rescue Authority and Police and Crime Commissioner for Sussex have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, as amended, for each category of dwellings in the Council's area as indicated in the table below.

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
<b>Precepting Authorities</b>								
East Sussex County Council	994.68	1,160.46	1,326.24	1,492.02	1,823.58	2,155.14	2,486.70	2,984.04
Sussex Police Authority	133.27	155.49	177.70	199.91	244.33	288.76	333.18	399.82
East Sussex Fire Authority	63.69	74.30	84.92	95.53	116.76	137.99	159.22	191.06
<b>Aggregate of Council Tax Requirements</b>	<b>1,191.64</b>	<b>1,390.25</b>	<b>1,588.85</b>	<b>1,787.46</b>	<b>2,184.67</b>	<b>2,581.88</b>	<b>2,979.11</b>	<b>3,574.92</b>

9. That having calculated the aggregate in each case of the amounts at 7(h) and 8 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2020/21 for each of the categories of dwellings shown below:

Council Tax Valuation Bands								
	A	B	C	D	E	F	G	H
	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
	£	£	£	£	£	£	£	£
Barcombe	1,353.13	1,578.65	1,804.17	2,029.69	2,480.73	2,931.76	3,382.83	4,059.38
Beddingham and Glynde	1,360.57	1,587.34	1,814.10	2,040.86	2,494.38	2,947.90	3,401.44	4,081.72
Chailey	1,354.49	1,580.24	1,805.99	2,031.74	2,483.24	2,934.73	3,386.24	4,063.48
Ditchling	1,378.46	1,608.20	1,837.95	2,067.69	2,527.18	2,986.65	3,446.16	4,135.38
East Chiltington	1,342.55	1,566.30	1,790.06	2,013.82	2,461.34	2,908.84	3,356.38	4,027.64
Falmer	1,324.76	1,545.55	1,766.35	1,987.14	2,428.73	2,870.30	3,311.91	3,974.28
Firle	1,373.36	1,602.25	1,831.15	2,060.04	2,517.83	2,975.60	3,433.41	4,120.08
Hamsey	1,365.13	1,592.66	1,820.18	2,047.70	2,502.74	2,957.78	3,412.84	4,095.40
Iford	1,327.05	1,548.22	1,769.40	1,990.57	2,432.92	2,875.26	3,317.63	3,981.14
Kingston	1,397.56	1,630.49	1,863.41	2,096.34	2,562.19	3,028.04	3,493.91	4,192.68
Lewes	1,488.94	1,737.10	1,985.25	2,233.41	2,729.72	3,226.03	3,722.36	4,466.82
Newhaven	1,441.42	1,681.66	1,921.89	2,162.13	2,642.60	3,123.07	3,603.56	4,324.26
Newick	1,359.47	1,586.04	1,812.62	2,039.20	2,492.36	2,945.50	3,398.68	4,078.40
Peacehaven	1,414.85	1,650.66	1,886.47	2,122.28	2,593.90	3,065.51	3,537.14	4,244.56
Piddinghoe	1,373.47	1,602.38	1,831.29	2,060.20	2,518.02	2,975.83	3,433.68	4,120.40
Plumpton	1,380.76	1,610.89	1,841.01	2,071.14	2,531.39	2,991.64	3,451.91	4,142.28
Ringmer	1,366.97	1,594.79	1,822.62	2,050.45	2,506.11	2,961.75	3,417.43	4,100.90
Rodmell	1,367.09	1,594.93	1,822.78	2,050.63	2,506.33	2,962.01	3,417.73	4,101.26
St Ann Without	1,319.69	1,539.64	1,759.59	1,979.54	2,419.44	2,859.33	3,299.24	3,959.08
St John Without	1,319.69	1,539.64	1,759.59	1,979.54	2,419.44	2,859.33	3,299.24	3,959.08
Seaford	1,385.03	1,615.86	1,846.70	2,077.54	2,539.22	3,000.88	3,462.58	4,155.08
Southeast	1,319.69	1,539.64	1,759.59	1,979.54	2,419.44	2,859.33	3,299.24	3,959.08
South Heighton	1,349.42	1,574.32	1,799.23	2,024.13	2,473.94	2,923.73	3,373.56	4,048.26
Streat	1,349.25	1,574.12	1,799.00	2,023.87	2,473.62	2,923.36	3,373.13	4,047.74
Tarring Neville	1,319.69	1,539.64	1,759.59	1,979.54	2,419.44	2,859.33	3,299.24	3,959.08
Telscombe	1,398.02	1,631.02	1,864.03	2,097.03	2,563.04	3,029.03	3,495.06	4,194.06
Westmeston	1,376.27	1,605.64	1,835.02	2,064.40	2,523.16	2,981.90	3,440.68	4,128.80
Wivelsfield	1,368.43	1,596.50	1,824.57	2,052.64	2,508.78	2,964.91	3,421.08	4,105.28

10. Determine that the Council's basic amount of Council Tax for 2020/21 is not excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992, as amended.

As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2020/21 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992, as amended.

56 **Other matters referred from Cabinet or other Council Bodies.**

**(a) Corporate Plan 2020-24**

The Council received the report of the Director of Regeneration and Planning and referral from the meeting of Cabinet held on 5 February 2020, in respect of the adoption of the Corporate Plan 2020-24.

Councillor Nicholson (Leader of the Council) moved and Councillor Clay seconded the recommendation to adopt the Corporate Plan, and thanked the public and all organisations who had contributed to the document. Members from across the Council spoke to the contents of the plan, which set out the administration's priorities.

Among the points made in the discussion it was suggested that the reference to 'loos' in the document was replaced by 'toilets' and that 'customers' should instead be called 'residents'. Councillor Nicholson indicated that she was content to incorporate the change in relation to use of the word 'toilets' in her recommendation, and to have a wider conversation on the best terminology for future documents in terms of customers, residents and service users, all of which are widely used.

The recommendations were put to the vote and declared carried.

**RESOLVED:** To adopt the new Corporate Plan 2020-24 attached at Appendix 2 to the Council Report, subject to the amendment to use the word 'toilets' as agreed above.

**(b) Making the Seaford Neighbourhood Plan**

The Council considered the referral from the meeting of Cabinet held on 5 February 2020, in respect of the adoption of the Seaford Neighbourhood Plan.

Councillor O'Brien moved and Councillor Adeniji seconded the recommendation to adopt the Neighbourhood Plan, which had been three and a half years in the making.

The recommendation was put to the vote and declared carried.

**RESOLVED:** To formally adopt the Seaford Neighbourhood Plan as part of the Statutory Development Plan for the District.

**(c) Adoption of the Lewes District Local Plan Part 2: Site Allocations and Development Management Policies**

The Council considered the referral report from the meeting of Cabinet held on 5 February 2020. Councillor O'Brien moved and Councillor Robinson seconded the recommendations for the Adoption of the Lewes District Local Plan Part 2: Site Allocations and Development Management Policies. The delegation under recommendation 4) to make minor amendments included changes to reflect the adoption of the Seaford Neighbourhood Plan above.

One Councillor indicated that he could not vote for the plan due to the inclusion of one of the sites. It was recognised that at this stage of the plan development, it could either be adopted or rejected not amended. Overall, it was agreed that it was essential that the Council had a local plan in place, even if imperfect.

The Cabinet Member for Planning and Infrastructure encouraged Councillors to contribute instead to the development of the next plan, a process which was just beginning.

The recommendations were put to the vote and declared carried.

**RESOLVED:**

- 1) To amend the Lewes District Local Plan Part 2, to incorporate the main modifications set out in the Examination Inspector's report, and adopt it as part of the statutory development plan for the district in accordance with Section 23 of the Planning and Compulsory Purchase Act 2004 and Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012;
- 2) To publish the Lewes District Local Plan Part 2, together with the relevant adoption statements, Policies Map, and Sustainability Appraisal in accordance with Regulations 26 and 35 of the Town and Country Planning (Local Planning)(England) Regulations 2012; and
- 3) To authorise the Director of Regeneration and Planning to agree any minor editorial corrections identified prior to publication of the adopted Lewes District Local Plan Part 2.

**57 Local Council Tax Reduction Scheme 2020/21 and Council Tax Class C Discount**

The Council received the report of the Director of Service Delivery and referral from the meeting of Cabinet held on 23 October 2019. The recommendations set out in the report were moved by Councillor Nicholson and seconded by Councillor Collier, and in addition it was moved that the recommendations be considered and voted upon in one block.

Members discussed the report. Councillor Linington advised that the opposition could support the first recommendation for the adoption of the scheme itself, but could not support the changes to end the discount for empty or unfurnished properties or to provide relief as part of a pilot for those who are self-employed on low incomes.

The recommendations were put to the vote and declared carried.

**RESOLVED:**

- 1) That 2019/20 Local Council Tax Reduction Scheme is adopted as the 2020/21 scheme;
- 2) That the Council Tax Class C Discount for empty and unfurnished properties is ended from 1 April 2020;
- 3) To establish a pilot scheme during 2020/21 to provide additional relief to the self employed on very low income;
- 4) To delegate to the Director of Service Delivery authority to end the Council Tax Class C Discount from 1 April 2020; and
- 5) To delegate to the Director of Service Delivery to establish a pilot scheme in 2020/21 to provide additional relief to the self-employed on a very low income.

**58 Appointment of Returning Officer and Electoral Registration Officer**

The Council received the report of the Assistant Director – Legal and Democratic Services on the appointment of a Returning Officer and Electoral Registration Officer for Lewes District Council.

The recommendation set out in the report was moved by Councillor MacCleary and seconded by Councillor Denis.

The recommendations were put to the vote and declared carried.

**RESOLVED** - That Ian Fitzpatrick, Deputy Chief Executive, be appointed as the Returning Officer for District, Town and Parish elections, and for polls and referendums within the Lewes District, The Acting Returning Officer for UK Parliamentary Elections and Referendums and the Electoral Registration Officer for the Lewes District.

**59 Governance Review Report**

The Council received the report of the Monitoring Officer and Assistant Director – Corporate Governance, setting out proposals arising from a cross-party governance working party for a change to the governance structure and changes to debating rules in respect of motions.

The recommendations set out in the report were moved by Councillor Banks and seconded by Councillor O’Keeffe. Councillors from across the Council spoke to the report, and thanks were extended to officers and members who had contributed to the review. It was recognised that the changes would be subject to a further review after 12 months of implementation.

The recommendations were put to the vote and declared carried.

**RESOLVED –**

- 1) That Council approves the deletion of the Scrutiny Committee and the creation of a new Policy and Performance Advisory Committee as summarised in paragraphs 4.2 to 4.4 of the Council Report and in accordance with the articles, procedure rules and membership set out in Appendices 4, 5 and 6 to the Council Report;
- 2) That Council approves the definitions for scrutiny call-in of Cabinet decisions as set out in paragraph 16.4 of the proposed Policy and Performance Advisory Committee procedure rules in Appendix 5 to the Council Report;
- 3) That Council approves the adoption of revised debating rules in respect of motions as summarised in paragraph 5.6 and set out in Appendix 7 to the Council Report;
- 4) That the Monitoring Officer be authorised to make the necessary substantive changes along with any other technical changes to the Constitution in order to give effect to the above decisions; and
- 5) That the democratic governance changes agreed above all come into force from the start of the 2020/21 municipal year (May 2020) and be reviewed after a full municipal year in operation.

**60 Calendar of Meetings 2020-21**

Councillor Miller moved and Councillor J Lord seconded approval of the calendar of meetings for 2020/21. It was noted that in accordance with legislation, the final approval would take place at the annual meeting of Council.

**RESOLVED** - That the Council agrees the proposed Calendar of Meetings for 2020/21.

**61 Urgent decisions taken by the Cabinet, Cabinet members or Officers****(a) IT Provisions Decision Notice - Urgent decision taken by the Leader (18 December 2019)**

The Council noted the urgent decision made since the last meeting by the Leader on 18 December 2019 in respect of IT Provisions.

**(b) Newhaven Neighbourhood Plan Decision Notice - Urgent decision taken by the Deputy Chief Executive (27 November)**

The Council noted the urgent decision made since the last meeting by the Deputy Chief Executive on 27 November to adopt the Newhaven Neighbourhood Plan.

**62 Notices of motion.**

The Chair of the Council reported that one notice of motion had been submitted under Council Procedure Rule 14, by Councillor Davy for 'A Local Town Connection Policy'.

Councillor Davy introduced the motion, and Councillor Davy moved and Councillor Burman seconded that:

"I call upon Full Council to incorporate in the forthcoming Housing Allocation Policy Review a Local Connection criteria for towns, so far as is lawfully possible".

Councillor Meyer, Cabinet member for housing, advised that officers had indicated that they were comfortable to consider what further amendments could be lawfully made to local connection criteria as part of a wider review of the Allocations Policy, which was due to take place shortly and would be reported to Cabinet.

The motion was put to the vote and declared carried (**RESOLVED**).

### 63 Written questions from Councillors

Councillor Banks had submitted a written question to Councillor Carr (Cabinet member for recycling, waste and open space) under Council Procedure Rule 12 as follows:

"West Sussex County Council's recent restriction on West Sussex residents only being able to use the Burgess Hill Household Waste and Recycling Site has led to East Sussex residents living near to the county border having to make longer car journeys to use East Sussex waste and recycling sites - both bad news for the environment and inconveniencing residents. What steps can the District Council take to persuade East Sussex County Council to negotiate a similar arrangement to that made by West Sussex and Surrey County Councils regarding the East Grinstead site?"

Councillor Carr thanked Councillor Banks for the question. She advised that officers had raised the matter with colleagues in the waste management at East Sussex Council and received the following response:

*'Officers from East Sussex County Council are due to meet their West Sussex counterparts next month (March 2020) to discuss the issue of cross border Household Waste Site activity.*

*In East Sussex, we have broadly operated our Household Waste Recycling Sites on the principle that residents – when seeking to use Household Waste Sites – sometimes do not recognise 'formal' district, borough and County borders and will therefore use the site most convenient to them. We know that we do accept waste that has travelled 'in' to East Sussex but also that waste travels 'out' of the County.*

*We always signpost people to sites within East Sussex and of course do not direct people outside of the County. However, whilst we do not – and are not currently planning to – carry out residency checks at our sites, we understand that it is completely within the gift of other authorities to introduce their own checks as is the case with West Sussex.*

*We are aware that this means, if sites outside of the County are unavailable, residents may have further to travel to a Household Waste Site (which we appreciate is less than ideal from an environmental point of view) but we are satisfied that our network of 10 household sites provides a very good standard of service provision.'*

Councillor Carr agreed to write to East Sussex County Council to formally request that the County Council asks West Sussex County Council to review the access arrangements to the Burgess Hill Household Waste and Recycling Site at the meeting in March to allow East Sussex residents living in the vicinity to continue to use that facility. Councillor Carr would circulate any response to all Councillors.

#### 64 Questions to the Leader of the Council

The following questions were put to the Leader of the Council and answered by the Leader or relevant Cabinet Member:

Questioner	Question
1. Councillor Macleod	I am delighted that we are so committed to doing things in a timely and proper manner. Previous consultations with taxi and private hire drivers have sometimes led to confusion. Can we commit to people within our community especially those in the Taxi/private hire trade that we will improve our communication as for years they feel they have been massively let down?
	<b>Response</b> Councillor Denis responded that the question was really valuable as he had received lots of correspondence on this, and had been concerned that some of the recent consultations had been misunderstood. He committed to ensuring that future consultations were much clearer and included supporting information, such as frequently asked questions. He would encourage other Cabinet members to do similarly.
2. Councillor Manley	Following a recent meeting with officers, Councillor Carr and A27 Clean Up Campaign, I am glad that this Council will be putting pressure on central government and Highways England to transfer the responsibility of A27 cleaning. Meanwhile we are thankful to the waste teams who have some litter picks planned for areas they can safely access. Does the Leader have any further feedback from the Department for Transport minister or Highways England?
	<b>Response</b> Councillor Nicholson advised that the Council was in dialogue with Highways England on this issue and making progress due to it being raised last year by Councillor Linington. Councillor Carr responded that the Council had not received a further response from the minister, but would chase this. In the interim, the Council was taking the lead on the A27 Clean Up Campaign,



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	working with all the relevant local authorities. Thanks were extended to the Council's waste team who had taken the opportunity of any road closures to carry out litter picking on stretches of the A27, often at night and in the rain. In addition, she had asked for a review of the restrictions on some of the paths leading down to the A27, to see if they could also be cleaned.
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**65 Ward issues**

There were none.

**66 Reporting back on meetings of outside bodies**

The Council noted written reports from Councillors in respect of meetings they had attended of outside bodies to which they have been appointed as Council representatives.

The meeting ended at 8.32 pm

Councillor Stephen Gauntlett (Chair)