

# Full Council

## 27 May 2021



Quorum: 11

*Published: Wednesday, 19 May 2021*



### To the Members of the Council

You are summoned to attend the annual meeting of the Council to be held in the Lewes Leisure Centre, Mountfield Road, Lewes on 27 May 2021 at 6.00 pm to transact the following business.

**Note:** This meeting is open to the public. However, the number of public seats are limited and need to be carefully managed to ensure the meeting is covid-secure. For this reason, we would like to ask that anyone intending to attend as a member of the public, contacts the Democratic Services Team in advance by email: [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk) or phone 01323 415023. Anyone attending the meeting will be asked to check in at the venue and to wear a face covering.

## Agenda

### 1 Election of the Chair of the Council

Two nominations have been received for the office of the Chair of the Council as follows:

Councillor Christine Brett  
Councillor Richard Turner

These nominations will be voted upon. Following the election of the Chair of the Council, the person elected shall make a Declaration of Acceptance of Office.

### 2 Appointment of the Vice-Chair of the Council

Two nominations have been received for the office of Vice-Chair of the Council as follows:

Councillor Adrian Ross  
Councillor Linda Wallraven

These nominations will be voted upon. Following the appointment of Vice-Chair of the Council, the person appointed shall make a Declaration of Acceptance of Office.

**3 Apologies for absence**

**4 Declarations of Interest**

Councillors are asked to declare any personal interests related to matters on the agenda, the nature of any interest and whether the interest is prejudicial under the terms of the Members' Code of Conduct.

**5 Minutes (Pages 7 - 20)**

To confirm and sign the minutes of the meeting of the Council dated 22 February 2021.

**6 Urgent Items**

Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.

**7 Announcements (Pages 21 - 24)**

To receive any announcements from the Chair of the Council, Leader of the Council, Members of the Cabinet or the Chief Executive. A list of the former Chair of the Council's engagements since the previous meeting is attached.

**8 Result of the District Council By-Elections 2021**

To receive the following results of the District Council By-Elections held on 6 May 2021 and welcome the new Councillors:

Seaford East Ward – Councillor Richard Turner  
Seaford West Ward – Councillor Linda Wallraven

**9 Appointments (Pages 25 - 34)**

- a) To note any changes to the Leader of the Council's appointments to Cabinet, the individual areas of responsibility allocated to the Cabinet and the allocation of those areas of responsibility to the members of the Cabinet (to be reported verbally by the Leader at the meeting);
- b) To consider and determine proposals for the appointment of members and chairs of committees and other council bodies;
- c) To consider and determine proposals for the appointment of representatives to serve on outside and joint bodies; and
- d) To appoint all members of the Council to the "approved list" of members appointed to act as substitute members in accordance with Council Procedure Rules, except where prohibited (for example on Licensing Committee and

Cabinet).

**10 Annual Pay Policy Statement** (Pages 35 - 40)

To consider the report of the Assistant Director of Human Resources and Transformation.

**11 Chailey Neighbourhood Plan** (Pages 41 - 118)

To consider a recommendation to Full Council from the Cabinet Member for Planning and Infrastructure:

**‘To recommend to Full Council that the Chailey Neighbourhood Plan is formally made and adopted as part of the statutory development plan for the district, following a majority ‘yes’ vote at referendum.’**

A copy of the referral decision made on 13 May 2021 is attached, together with the officer’s report and appendix. These are also published on the [Democracy webpages - https://democracy.lewes-eastbourne.gov.uk/ieDecisionDetails.aspx?ID=769](https://democracy.lewes-eastbourne.gov.uk/ieDecisionDetails.aspx?ID=769).

**12 Calendar of meetings 2021/22** (Pages 119 - 120)

The calendar of meetings for 2021/22 is attached for ratification.

Two changes have been made since the draft was considered at the last meeting:

- Audit and Standards Committee has moved from 13<sup>th</sup> to 27<sup>th</sup> September to accord with deadlines for the approval of the Statement of Accounts.
- Planning Applications Committee has been moved back to 5 pm for in-person meetings.

**13 Urgent decisions taken by the Cabinet or Cabinet Members** (Pages 121 - 122)

In accordance with Policy and Performance Advisory Committee Procedure Rule 17, a copy of the decision notice for an urgent decision made by the Leader of the Council on 26 March 2021 is attached for information:


[Decision notice on Restart Grants Scheme \(26 March 2021\)](#)

**14 Standards Panel Decision** (Pages 123 - 126)

In accordance with Council's adopted Code of Conduct Hearings Procedure, a copy of a decision made by a Standards Panel held on 19 March 2021 is attached for information. The Panel determined that Councillor Gauntlett had not breached the Members’ Code of Conduct in respect of a Code of Conduct complaint made against him.

**15 Date of Next Meeting**

The next meeting of Full Council is scheduled to take place at 6 pm on Thursday 15 July 2021.



**Robert Cottrill**  
**Chief Executive**

## Information for the public

**Accessibility:** Please note that the venue for this meeting is wheelchair accessible and has an induction loop to help people who are hearing impaired. This agenda and accompanying reports are published on the Council's website in PDF format which means you can use the "read out loud" facility of Adobe Acrobat Reader.

**Filming/Recording:** This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

**Public participation:** Up to 30 minutes will be allowed at ordinary meetings of the Council during which members of the public may ask questions of Cabinet members. Questions must be received by midday 3 working days before the day of the meeting and include the name and address of the questioner and the organisation they represent (if applicable), and the name of the Cabinet member to whom it is to be put. No more than 3 questions are allowed but person or per organisation. Please contact Democratic Services (see end of agenda) for further information.

## Information for Councillors

**Disclosure of interests:** Members should declare their interest in a matter at the beginning of the meeting.

In the case of a disclosable pecuniary interest (DPI), if the interest is not registered (nor the subject of a pending notification) details of the nature of the interest must be reported to the meeting by the member and subsequently notified in writing to the Monitoring Officer within 28 days.

If a member has a DPI or other prejudicial interest he/she must leave the room when the matter is being considered (unless he/she has obtained a dispensation).

**Councillor right of address:** A member of the Council may ask the Chair, the Leader, a Cabinet member, the Chair of any committee or sub-committee, or a member of the Council to any external body or joint authority a question on any matter in relation to which the Council has powers of duties of which affects the district.

A member must give notice of the written question to Democratic Services in writing or by electronic mail no later than close of business on the fourth working day before the meeting at which the question is to be asked.

## Democratic Services

For any further queries regarding this agenda or notification of apologies please contact Democratic Services.

**Email:** [committees@lewes-eastbourne.gov.uk](mailto:committees@lewes-eastbourne.gov.uk)

**Telephone:** 01273 471600

**Website** [www.lewes-eastbourne.gov.uk](http://www.lewes-eastbourne.gov.uk)

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