

ALDINGBOURNE PARISH COUNCIL

Clerk Mrs Joanne Brown ACIS
Red House, 100 Middleton Road
Middleton on Sea PO22 6DL
Tel 01243 582667

NOTICE OF MEETING AND AGENDA

Your attendance is requested at the Meeting of the Parish Council to be held in the Community Centre, Olivers Meadow commencing at 7.00 p.m. on Tuesday 6th March 2018 .

A G E N D A

1. Apologies for absence.
2. Other items for discussion (not on Agenda but considered by the Chairman to be of an urgent nature)
3. Declarations under the Code of Conduct – *Members are reminded that they are required to make a declaration in relation to any item on this Agenda in which they may have an interest.*
4. Public Session – The public may address the Council on any matter relevant to the business of the Council.
5. Confirmation of Minutes (*Copies available at www.aldingbourne.arun.gov.uk*)
 - i) Planning Committee meeting held on – 13th February 2018
 - ii) Council Meeting held on – 6th February 2018
6. Reports from County and District Councillors.
7. Declaration of Vacancy – resignation of Cllr Khan
8. Community Litter Pick/ Spring Clean - 4th March 2018 - arrangements
9. Quotes for new web site – to consider
10. Community Land Trust – update following meeting on 20/2/18
11. Play Area – to arrange repairs
12. Compliance re GDP May 2018 – to approve Action Plan attached
13. Proposed Business Plan 2018/19 – to approve draft timeline attached
14. Consultation on the Main Modifications to the Arun Local Plan – comments attached for information
15. South Downs National Park – Community Infrastructure Levy – for information
Land at Barnside – Planning appeal and determination by ADC – to note
16. Reports and Recommendations from Working Parties:

- i) Footpaths Working Group –
 - ii) Communication/Newsletter Working Group-
 - iii) Village signs Working Group
 - iv) Allotments Working Group
 - v) ACSC Development Working Group
17. .Correspondence received for action or comment including items circulated for information only. (Items of correspondence must be received by the Clerk for inclusion at least 1 week before the meeting).- None
18. Finance –
- i) Approval of accounts for payment as listed below;

Payee	Detail	£
Wetergate Methodist Church	Hire of Hall	35.00
Mrs J Brown	Clerks salary and expenses	831.55
ACSC	Hall hire Nov &Jan	46.00
Adams Hendry	Advice re Wings site	840.00
HMRC	Liabilities	902.64
M Kennedy and Son Ltd	Litter, storage bramble clearance	179.10
JPMG	CLT publicity and postage	2,236.39
TOTAL		5,070.68

Mrs. J. Brown, Clerk 1st March 2018

Reminder

COMMUNITY LITTER PICK

VOLUNTEERS WELCOME

Meet at Aldingbourne Community Sports Centre 10.00am Sunday 4th
March 2018

Aldingbourne Parish Councils response to the Arun Local Plan

Note Para 2.4 Second bullet point should read 2031 rather than 21013

MM1 2.1

No Comment –

MM2 Table 4.1

CPRE welcomes this addition. However, it would point out that Arun's Landscape Study does not cover a Historic Landscape Assessment and therefore there is a fundamental gap in the stated policy of protecting Arun's outstanding Landscape.

As such CPRE is concerned that the landscape studies undertaken to support the Plan are flawed in that no account has been taken of the historic landscape this is a fundamental and runs counter to the European Landscape Convention of which the UK Government is a signatory and which came into force within the UK in 01/03/2007.

The Convention provides that each Party shall undertake "to establish and implement landscape policies aimed at landscape protection, management and planning through the adoption of [the] specific measures"

The Convention provides a definition of the terms "protection", "management" and "planning" of landscapes:

- "protection" means actions to conserve and maintain the significant or characteristic features of a landscape, justified by its heritage value derived from its natural configuration and/or from human activity;
- "management" means action, from a perspective of sustainable development, to ensure the regular upkeep of a landscape, so as to guide and harmonise changes which are brought about by social, economic and environmental processes;
- "planning" means strong forward-looking action to enhance, restore or create landscapes.

The Convention provides that each Party shall also undertake "to establish procedures for the participation of the general public, local and regional authorities, and other parties with an interest in the definition and implementation of [the] landscape policies". APC is not aware that such a process has taken place.

No account has been taken of the historic landscape heritage by the Sustainability Appraisal

MM3 SD SP1

APC welcomes the statement in principle but is clear that the meaning of sustainable development is in practice being misinterpreted as development at any cost i.e. a sustained programme of development which is reflected as in the statement "approved wherever possible" which does not lend itself to a balanced approach.

MM4 SD SP1a

APC welcomes the addition of i) and K). Retain and enhance natural environmental resources, including biodiversity.

MM5 7.2.7

Object to this statement without the effective analysis of the landscape. A the Landscape Capacity study does nor provide a holistic view of the landscape issues within the strategic allocations nor does it provide an effective basis for underpinning effective landscape proposals within these areas.

MM5 7.2.8

Agree

MM5 SD SP2

Agree.

MM6 C SP1

Oppose the removal of quiet from b)

MM7 GI SP1

Support the addition. However, it is unclear what work has been undertaken on tranquillity to support this statement. In addition light pollution is a wider problem that should be tackled throughout the district.

Gaps between settlements should be retained as part of a more comprehensive overview of Arun's landscape as the principle alongside green corridors can be applied to numerous areas.

MM8 SD SP3

Note. The flaw in this Policy is that it only identifies specific gaps yet there are other equally important areas / gaps between settlements that are not identified. This highlights the lack of an effective landscape rational for the gaps.

f) Opens the door to more development and because there is no clear landscape rational that I am aware of, there is no clear basis for judging the impact of development through a DPD or Neighbourhood Plan.

MM9 LAN DM2

No Comment. T

MM10 EMP SP1

No Comment

MM11 EMP SP2

No Comment

MM12 EMP SP3

Agree

MM13 EMP DM1

No comment

MM14 EMP DM2

No Comment

MM15 9.1.4 / RET SP1

No Comment

MM16 9.2.1 RET DM1

No Comment

MM17 10.1.1

No Comment

MM18 TOU SP1

No Comment

MM19 TOU DM1

No Comment

MM20 HOR DM1

Check – can't follow link to CSP1.

MM21 EQU DM1

Disagree the deletion of h) as this leaves the land open for development.

MM22 Policy 12.1.5 / 12.1.6

Do not believe that the final policy target of building 20,000 homes by 2013 is sustainable or achievable and it believe that the Plan is fundamentally flawed on this point.

Object to the words at least as this leaves the house building target open ended.

There is already a lack of infrastructure and increasing evidence that evidence that infrastructure capacity is failing to keep pace with development.

Strongly object to this wording. There is no clarity about the status of Neighbourhood Plans within the Local Plan beyond the fact that once the Local Plan is adopted all Neighbourhood Plans have to conform or are out of date. So in practice all Neighbourhood Plans are redundant at the point that the local Plan is adopted!! An explanation of the NP status and timetable for during a review period is required to allow parishes to respond.

MM23 Table 12.1

Object to the words at least as this leaves the house building target open ended.

MM 24 12.1.8

Strongly object to this wording. There is no clarity about the status of Neighbourhood Plans within the Local Plan beyond the fact that once the Local Plan is adopted all Neighbourhood Plans have to conform or are out of date. So in practice all Neighbourhood Plans are redundant at the point that the local Plan is adopted!! An explanation of the NP status and timetable for during a review period is required to allow parishes to respond.

It would be helpful as a explanatory note to indicate how the Council will work with Parish Councils to achieve a DPD alongside the review of Neighbourhood Plans. The statement in Para 12.1.10 does not cover the wider aspects of dealing with Non-Strategic Sites.

MM25 HSP1

Object. The wording leaves the housing figure, which is already unsustainable, open ended.

Strongly object to the wording of the last paragraph. The District Council needs to set out how it will work with Parish's to address this issue. At present no Neighbourhood Plans will be up-to date at the point the Local Plan is adopted so Arun are effectively saying that they will ditch all Neighbourhood plans and prepare their own DPD.

MM26 12.1.12

Strongly disagree

In this review, the Council will ensure that sufficient infrastructure capacity is available, and the potential allocation of additional housing sites will not prejudice delivery of the infrastructure required by this plan.

There should be a comma after the word available as these are two different objectives. CPRE believes that the inclusion of this statement in the text is flawed.

Monitoring only covers housing delivery and not infrastructure. It should deal with both

The Council cannot guarantee there is going to be sufficient infrastructure capacity it is already apparent that there is a lack of insufficient infrastructure and that there is a growing gap between what is required and what is going to be made available. It is likely that Local people will be substantially worse off.

If during the review it is clear that the infrastructure is not being put in place quickly enough so that there is and overall reduction in infrastructure capacity for local people, then there should be a moratorium on house building until there is sufficient infrastructure in place.

MM27 NSP2

Amendment c) as a welcome addition. .However, the current proposed development in the strategic allocation East Of Westergate seems to run counter to this policy objective and to the landscape and biodiversity objectives in the Aldingbourne Neighbourhood Plan.

k) agree

p) Self build / custom build. It is unclear who this policy is aimed at. We would like to see the words 'local people from within the adjacent parishes' added. To provide some clear local benefit and housing capacity.

MM28 12.1.15

Strongly object. This site is designated an SPA under the Habitats Directive and a Ramsar Site. Development should either have no impact or not occur.

MM29 HSP2a

Agree a)

No Comment eii)

No comment h)

MM30 HSP2a

Agree g)

No Comment h)

MM31 HSP2b

No Comment

MM32 HSP2c

Agreed – but this policy is not currently consistent with Policy Lan DM1 nor is it supported by an effective landscape study.

MM33 HSP

It is unclear how and where new health facilities will be provided.

MM34H SP2c

Unclear how or where additional infrastructure will be provided.

MM35 H SP2c(SD8)

No Comment – Probably agree

MM36 H SP2c (SD9)

No Comment – Probably agree

MM37 H SP2C (SD10)

No Comment – Probably agree

MM38

MM39

MM40 H SP3

Disagree. This policy amendment and the supporting text in 12.4 are confusing. A different amendment is needed.

This policy amendment does not address the point made at the EiP Sep 2017, which is that Neighbourhood Plans need to be capable of including a local connections policy for affordable homes within the Built Up Area boundary. The effect of this amendment is that a local connections policy can only be applied to exceptions sites, whereas it should also be available to sites allocated within a NDP. Furthermore some flexibility is required to allow for the fact that review of NDPs may not take place quickly enough to deal with changing local housing needs in a timely manner, and to avoid unnecessary expenditure on repeating Housing Needs Surveys.

The following amendments are recommended:

New para 12.4.9: NDPs may include policies which require that a proportion of all new affordable housing will be subject to the local connections criteria detailed in Policy HSP3 and tenure arrangements set out in paras 12.4.3 and 12.4.7. The inclusion of such policies in a NDP or its review will be subject to an identified need following the undertaking of a Local Housing Needs Survey either during preparation of the NDP or its Review.

Policy HSP3, new opening words: “Neighbourhood Development Plans may include policies which require that a proportion of all new affordable housing will be subject to the local connections criteria detailed below. The following policy would only apply when

penultimate para to be amended as follows: “....shall be permitted. Neighbourhood Development Plans may make provision for Rural Exception Sites which may only be brought forward for development following the undertaking of a Local Housing Needs Survey which shows an identified need. The details and”

MM41 Definition of what the contributions will be to sustainable, inclusive and mixed communities might be.

Disagree with removal of criteria b, as it could result in over concentration in a specific area, forming an entirely new and uncharacteristic community.

MM 42 Agree that this is needed but can see it will be very controversial in many aspects. Locations must be with close and robust consultation and agreement with Parishes/communities. Location near to schools implies that access to them will be granted, which does not comply with National Legislation on school entry.

Item 4, where it reads ADC will produce, should in my opinion, read in proper consultation with Parishes/communities.

MM43 Disagree with removal of d from section 3.

MM44 No Comment.

MM45 Disagree with removal. Gives license to reduce sizing and standards, which must be maintained.

MM46 Disagree. This Policy is necessary to maintain sizing and standards and should not be compromised

MM47 What definition is going to be applied to Robust. 2a should read as provide not seek. 3. Green spaces need to be identified in the Plan, especially where they may not be provided in NP or where a NP has not been produced.

MM48 First inclusion" beginning "Designated"- instead of "will be given should read "must be given". Second amendment- "will also need" should read "must be"

MM49 Surely Listed Buildings are protected under National Law dependant on their rating and this should be the Paramount Policy and not be overridden by a Local Plan

MM50 Undermines and weakens the whole policy, Listed should mean Listed and complete protection, can't see any justification for benefit outweighing the importance of Listed buildings. Who will be justifying, "appropriate", hopefully an external and unbiased organisation.

MM51 Cannot see the rationale for omitting, “special” from the policy when reference is given throughout as special, furthermore suggest that “special” should be more clearly defined, too open. Loss of “special” buildings has been all too evident in the past.

MM52 Cannot support the insertion of the suggested wording as it weakens the purpose of the Policy. If it is a designated site then that should speak for itself. If implemented, then the necessary work to consider scarcity/rarity and value should be determined by an independent recognised, not developer, body or institution.

MM53 “Proximity”, must be properly defined and dimensioned. Surveys must be carried out by recognised independent bodies and include local knowledge in consultation with Parishes/people. Developer surveys are perfunctory, not made at the right time of year and not at the time when wildlife are active.

MM54 Agree with b ii, but disagree with c ,provision should be made to look at the cumulative effects when one or more major sites are in close proximity and being as the impact will obviously greater.

MM55 Will the interim solution be able to keep pace with development AS IT IS ONLY ALLOWING FOR “RECENT APPROVALS/EXISTING COMMITMENTS”, how will the greatly increased developments coming forward in the very near future be coped with, trust that developers will pay lion's share to major upgrading of the system and the burden doesn't fall on the taxpayer by increased charges. Expansion of Ford Treatment Plant will inevitably lead to major works to upgrade the pipework over a large area, how will this be managed so as not to cause major disruption to the local economy and its people and will the costs be taken up by developers as they are gaining the most.

MM56 Question how “benefits” can be achieved by building a great amount of housing in a Flood Risk area. EA flood risk maps must be used to assess the problems, not perfunctory DEVELOPER ASSESSMENTS.

MM57 Agree with the statement, but there MUST be back up finance, such as Insurance/Bonds paid for by the developers to guard against Maintenance/Management companies going in to liquidation. It is not uncommon for a company to be set up to carry out these duties and then wind it up in a few years, thus saddling the LA and its taxpayers with the problem of financing it. Cast iron guarantees and procedures need to be implemented.

MM58 Strongly disagree with the exclusion of this paragraph, developers should be providing the bins, not a contribution, to a quality as defined by LA. Taxpayers and occupants should not be picking up the bill.

MM59 Why has CIL not been adopted already, implement before Plan (now) INF SP1 same comment.

MM60 Disagree with the second para on this MM, why jointly funded, developers are bringing forward the housing, they should be funding the improvements/upgrading otherwise the funding by Southern Water will be borne, once again by the taxpayer with increased charges.

MM61 Agree, but feel we must point out that wherever the schools are sited they will inevitably cause a transport problem

lil this statement is meaningless without very substantial upgrading of the bus and rail systems, which is unlikely. Developers and LA cannot improve the sustainability of transport and the results will be as we already see in the mornings/evenings at all schools, thus putting lives at risk and disrupting all movement of traffic on normal business. Some form of restriction on the use of private cars transporting children to schools needs to be investigated.

MM62 No comment

MM63 No comment

European Landscape Convention

Article 5 – General measures Each Party undertakes: a. to recognise landscapes in law as an essential component of people’s surroundings, an expression of the diversity of their shared cultural and natural heritage, and a foundation of their identity; b. to establish and implement landscape policies aimed at landscape protection, management and planning through the adoption of the specific measures set out in Article 6; c. to establish procedures for the participation of the general public, local and regional authorities, and other parties with an interest in the definition and implementation of the landscape policies mentioned in paragraph b above; d. to integrate landscape into its regional and town planning policies and in its cultural, environmental, 12 European Landscape Convention agricultural, social and economic policies, as well as in any other policies with possible direct or indirect impact on landscape.

Issue of Sustainable development within the NPPF and European landscape convention Concerned to achieve sustainable development based on a balanced and harmonious relationship between social needs, economic activity and the environment.

Aldingbourne Parish Council																			
Work Programme 2018 / 2019																	E / date	Budget	
				Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Community Land Trust																		5,000	
Public Meeting				*															
Arrange financial support for CLT / AiRS				*															
Follow up meeting					*														
Aldingbourne Community Sports Centre																		5,000	
Arrange Project Officer support				*															
Appoint Project officer																			
Prepare outline programme / timescale					*														
PC / ACSC Working Group meeting																			
Parish Council Web Site																		5,000	
Appoint contractor				*															
Complete web update							*												
Working Groups																		5,000	
Publicity / News Letter																			
Appoint Coordinator				*															
Allotments																		2,500	
Purchase / Install Storage Container																			
Complete site fencing																			
Village Signage																			
Meeting to agree programme					*														
Parish Council Committees																			

Planning																				10,000
Development of Neighbourhood Plan																				
Planning Committee			*	*	*	*	*													
Governance																				
Preparation of Job Description									*											
Preparation of Specification									*											
Governance Committee Meeting										*										
Advertise Clerks Post												*								
Appoint Clerk														*						
GDP Compliance						*														

ALDINGBOURNE PARISH COUNCIL
DRAFT ACTION PLAN - TOWARDS COMPLIANCE WITH GDP
MAY 2018

1. Policies and privacy notices need to be drafted for approval by the Council and on web site by 1st June 2018 - Need to be approved in May 2018
 - Policies to include ;
 - Any emails circulated to have personal details redacted by Clerk
 - Any letters circulated to have personal details redacted by Clerk
 - Sharing and storage of data for agreed timescale
 - Clerk is Data controller for purposes of policy
 - How the Council will deal with data access requests
2. All personal data and files to be removed and destroyed in accordance with the policy by 1st June 2018 - use professional data and paper removal companies. Going forward all documents to be de personalised including minutes. Contract specialists to remove and destroy hard drives with personal information on it.
3. New email addresses activated for each Councillor and Clerk and web site
4. Forms requiring personal data to be held to be amended (Allotments application forms)
5. Councillors to sign policy regarding storage of personal data
6. Clerk - Mobile phone for business use? To consider and new lap top for Clerk
7. Web site updated with new contact details and policies
8. Undertake risk assessment
9. Arrange training for Councillors - share with surrounding Parishes, Maureen Chaffe will deliver (£400 for up to 25 delegates)

Notes

Process Matters will provide template policies for £100

SSALC waiting until regulations approved before advising on draft template policies

Other public sector stakeholders offer service

Data kept for 2 years? Or 3 years - need decision

SSALC will appoint Mrs M Chaffe as DP Officer, recommends Clerk is nominated lead for DP

Joanne

Feb 2018