

**Council**  
**21 FEBRUARY 2018**

- Present: Councillors: Peter Burgess (Vice-Chairman), John Bailey, Andrew Baldwin, John Blackall, Toni Bradnum, Karen Burgess, John Chidlow, Philip Circus, Paul Clarke, David Coldwell, Roy Cornell, Christine Costin, Leonard Crosbie, Brian Donnelly, Matthew French, Billy Greening, Tony Hogben, David Jenkins, Nigel Jupp, Liz Kitchen, Adrian Lee, Tim Lloyd, Christian Mitchell, Mike Morgan, Godfrey Newman, Connor Relleen, Stuart Ritchie, Kate Rowbottom, Jim Sanson, David Skipp, Ben Staines, Simon Torn, Claire Vickers, Michael Willett and Tricia Youtan
- Apologies: Councillors: Roger Clarke (Chairman), Jonathan Chowen, Ray Dawe, Gordon Lindsay and Brian O'Connell
- Absent: Councillors: Alan Britten, Jonathan Dancer, Paul Marshall and Josh Murphy

CO/60 **MINUTES**

The minutes of the ordinary meeting of the Council held on 6<sup>th</sup> December 2017 and the Extraordinary meetings of 6<sup>th</sup> December 2017, 19<sup>th</sup> December 2017 and 25<sup>th</sup> January 2018 were approved as correct records and signed by the Chairman.

CO/61 **DECLARATIONS OF MEMBERS' INTERESTS**

There were no declarations of interest.

CO/62 **ANNOUNCEMENTS**

The Vice-Chairman of the Council, in the Chair:

- Reminded Members that this was the last meeting of full Council Tom Crowley would be attending as Chief Executive, as he was retiring on 9<sup>th</sup> April 2018 after almost 13 years in post. All Members joined the Vice-Chairman in thanking Mr Crowley for his long, loyal and valuable service and in wishing him well for his future ventures. Tom Crowley responded, thanking Members for their good wishes.
- Thanked the emergency services for their response to a number of incidents in the District over the preceding weekend. He indicated that he would be writing to the relevant services to express the Council's gratitude.

- Referred to the recent death of Roger Wilton, a member of the Council from 2003 to 2007 and a member and past chairman of North Horsham Parish Council.

The Cabinet Members for Community & Wellbeing and Planning & Development referred to the Vice-Chairman's earlier announcement and added their thanks for the contributions made by the local communities in their respective wards (specifically Barns Green and Southwater) in dealing with the incidents that had occurred over the weekend.

The Cabinet Member for Community & Wellbeing advised Members of progress being made in respect of increasing the number of areas covered by Neighbourhood Warden schemes.

The Cabinet Member for Waste, Recycling and Cleansing:

- Reported that the Horsham Repair Café had been nominated by Jeremy Quin MP for a Green Heart Hero Award. The award winners would be announced on 13<sup>th</sup> March 2018.
- Advised Members that the introduction of the new waste and recycling service was going well so far. He paid tribute to the Waste Services team and all other officers involved in the implementation of the service for the effective way in which it had been achieved.

The Cabinet Member for Housing and Public Protection advised that the Council had been nominated for an IESE Public Sector Transformation Award for its Virtual Reality for Health initiative. The award winners would be announced on 6<sup>th</sup> March 2018.

Councillor Liz Kitchen gave a brief update regarding the Gatwick Airport Consultative Committee (GATCOM), with particular reference to ongoing work and consultation on airspace changes.

CO/63    **QUESTIONS FROM THE PUBLIC**

No questions relevant to the business of the meeting had been received.

CO/64    **MEMBERS' QUESTIONS ON NOTICE**

No questions had been received.

CO/65    **RECOMMENDATIONS FROM COMMITTEES:**

(a)    CenSus Joint Committee – 8<sup>th</sup> December 2017

Councillor Brian Donnelly, a Member of the Committee, moved the recommendation contained in Minute No. 6 of the meeting of the CenSus Joint Committee held on 8<sup>th</sup> December 2017 proposing the dissolution of the Joint

Committee with effect from 1<sup>st</sup> April 2018. Councillor David Coldwell seconded the proposal.

**RESOLVED**

That the dissolution of the Census Joint Committee from 1<sup>st</sup> April 2018 be approved and that it be removed from the Constitution from that date.

**REASON**

Given the small work programme, on technology services only, still covered by the shared services it is no longer necessary for the Councils to have a formal Constituted Joint Committee to oversee this work or set strategic direction.

(b) Audit Committee – 13<sup>th</sup> December 2017

Councillor Stuart Ritchie, Chairman of the Committee, moved the recommendations contained in Minute AAG/76 of the meeting of the Audit Committee held on 13<sup>th</sup> December 2017 proposing the approval of the Treasury Management Strategy and Treasury Management Indicators for 2018/19. Councillor John Chidlow seconded the proposal.

**RESOLVED**

- (i) That the Treasury Management Strategy for 2018/19 be approved.
- (ii) That the Treasury Management Indicators for 2018/19 be approved.

**REASONS**

- (i) The council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2011 Edition (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year.
- (ii) The Department for Communities and Local Government (DCLG) issued revised guidance on local authority investments in March 2010 that requires the Council to approve an investment strategy before the start of each financial year.

CO/66    **BUDGET 2018/19 AND COUNCIL TAX**

**(a)     Budget for 2018/19**

Further to the detailed consideration of the Budget for 2018/19 by the Cabinet, Councillor Brian Donnelly, the Cabinet Member for Finance and Assets introduced this item; presented the recommendations of the Cabinet in respect of the 2018/19 budget; and moved that they be approved. Councillor Stuart Ritchie seconded the proposal.

Councillor Donnelly reminded Members that Council had approved the Medium Term Financial Strategy at its meeting on 6<sup>th</sup> December 2017 (Minute No. CO/48 refers). He also thanked the Director of Corporate Resources and her team for their hard work in briefing Members at a number of meetings and producing the budget report.

Councillor David Skipp, Leader of the Liberal Democrat Group noted that planning for the future in the current uncertain financial situation was very difficult. He also expressed his appreciation of the work undertaken by officers in producing the budget now before Members. He particularly supported plans to spend commuted sums on providing much needed affordable housing.

Members raised a number of points including varying viewpoints regarding Council Tax increases; concerns about the many uncertainties in respect of the future financial situation including the reduction in Government Grant and the future of New Homes Bonus; and the need for the provision of more affordable housing.

The Cabinet Member for Housing and Public Protection advised Members that work was currently being undertaken to look at the most effective way for the Council to ensure the delivery of affordable housing. The Cabinet Member for Planning and Development reported on the successful delivery of affordable housing in recent years and on proposals for the future

Having been moved and seconded, the substantive motion was put.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the voting in respect of the motion was recorded and was as follows:

FOR THE MOTION: Councillors: John Bailey, Andrew Baldwin, John Blackall, Toni Bradnum, Karen Burgess, Peter Burgess, John Chidlow, Philip Circus, Paul Clarke, David Coldwell, Roy Cornell, Christine Costin, Leonard Crosbie, Brian Donnelly, Matthew French, Billy Greening, Tony Hogben, David Jenkins, Nigel Jupp, Liz Kitchen, Adrian Lee, Tim Lloyd, Christian Mitchell, Mike Morgan, Godfrey Newman, Connor Relleen, Stuart Ritchie, Kate Rowbottom, Jim Sanson, David Skipp, Ben Staines, Simon Torn, Claire Vickers, Michael Willett, Tricia Youtan

AGAINST: None

ABSTAIN: None

ABSENT: Councillors: Alan Britten, Jonathan Chowen, Roger Clarke, Jonathan Dancer, Ray Dawe, Gordon Lindsay, Paul Marshall, Josh Murphy, Brian O'Connell

The motion was declared **CARRIED** and it was:

**RESOLVED**

- (i) That the level of Council Tax for 2018/19 be increased from £140.60 by £5 (3.56%) to £145.60 at Band D.
- (ii) That the net revenue budget for 2018/19 of £10.714m be approved, as submitted.
- (iii) That Special Expenses of £284,762 and a Band D charge of £24.60 be agreed in respect of the unparished area for 2018/19, as submitted.
- (iv) That the capital programme for 2018/19 be approved, as submitted, and that the indicative capital budgets in the programme for future years be noted.
- (v) That the projected future deficit on the revenue account in 2020/21 and 2021/22 be noted and the Medium Term Financial Strategy continues to be reviewed and refined to ensure that decisions are taken to develop a balanced budget in these two years.
- (vi) That the Minimum Revenue Provision (MRP) Statement be approved, as submitted.
- (vii) That the prudential indicators and limits for 2017/18 to 2020/21 be approved, as submitted.
- (viii) That the statement on the robustness of the level reserves be noted, as submitted.

**REASON**

To meet the Council's statutory requirement to approve the budget and the prudential indicators before the start of a new financial year.

**(b) Council Tax 2018/19**

It was moved by Councillor Brian Donnelly and seconded by Councillor Stuart Ritchie that the Council Tax resolution for 2018/19 be approved.

In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the voting in respect of the motion was recorded and was as follows:

FOR THE MOTION: Councillors: John Bailey, Andrew Baldwin, John Blackall, Toni Bradnum, Karen Burgess, Peter Burgess, John Chidlow, Philip Circus, Paul Clarke, David Coldwell, Roy Cornell, Christine Costin, Leonard Crosbie, Brian Donnelly, Matthew French, Billy Greening, Tony Hogben, David Jenkins, Nigel Jupp, Liz Kitchen, Adrian Lee, Tim Lloyd, Christian Mitchell, Mike Morgan, Godfrey Newman, Connor Relleen, Stuart Ritchie, Kate Rowbottom, Jim Sanson, David Skipp, Ben Staines, Simon Torn, Claire Vickers, Michael Willett, Tricia Youtan

AGAINST: None

ABSTAIN: None

ABSENT: Councillors: Alan Britten, Jonathan Chowen, Roger Clarke, Jonathan Dancer, Ray Dawe, Gordon Lindsay, Paul Marshall, Josh Murphy, Brian O'Connell

The motion was declared **CARRIED** and it was:

**RESOLVED**

1. The Council Tax Base 2018/19 be noted
  - a. for the whole Council area as 60,846.5 (Item T in the formula in section 31B of the Local Government Finance Act 1992, as amended (the "Act") and
  - b. for dwellings in those parts of its area to which a Parish Precept or Special Expenses relates as shown below:

Parish	2018/19 tax base
Amberley	317.7
Ashington	1,125.6
Ashurst	147.2
Billingshurst	3,904.2
Bramber	418.0
Broadbridge Heath	2,123.4
Coldwaltham	464.7
Colgate	1,240.9
Cowfold	829.0
Henfield	2,611.4
Itchingfield	744.1
Lower Beeding	535.6
North Horsham	8,658.8
Nuthurst	1,033.1
Parham	122.9
Pulborough	2,520.7
Rudgwick	1,365.3
Rusper	813.6
Shermanbury	287.5
Shipley	665.8
Slinfold	880.3
Southwater	4,351.3
Steyning	2,573.4
Storrington & Sullington	3,219.2
Thakeham	949.3
Upper Beeding	1,424.5
Warnham	980.1
Washington	1,082.3
West Chiltington	2,194.1
West Grinstead	1,309.6
Wiston	101.9
Woodmancote	276.0
Horsham Town	11,575.1
<b>Total</b>	<b>60,846.5</b>

2. That the Council Tax requirement for the Council's own purposes for 2018/19 (excluding Special Expenses and Parish precepts) is £145.60.
3. That the following amounts be calculated for the year 2018/19 in accordance with Sections 31 to 36 of the Act:

- |     |             |  |
|-----|-------------|--|
| (a) | £89,989,603 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.  |
| (b) | £77,621,875 | being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.   |
| (c) | £12,367,728 | being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(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) | £203.26     | being the amount at 3(c) above (Item R), all divided by Item T (1(a) 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 Parish precepts).  |
| (e) | £3,508,776  | being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act  |
| (f) | £145.60     | being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by Item T (1(a) above), 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 Parish precept relates. |



(g)				
		Council Tax at Band D		
Parish	Precept Amount £	Parish Precept / Special charge for Unparished Area £	Basic Amount of District Council Tax £	Total £
Amberley	19,150.00	60.28	145.60	205.88
Ashington	99,852.00	88.71	145.60	234.31
Ashurst	11,100.00	75.43	145.60	221.03
Billingshurst	335,932.00	86.04	145.60	231.64
Bramber	21,500.00	51.44	145.60	197.04
Broadbridge Heath	107,339.00	50.55	145.60	196.15
Coldwaltham	15,552.00	33.47	145.60	179.07
Colgate	19,320.00	15.57	145.60	161.17
Cowfold	61,900.00	74.67	145.60	220.27
Henfield	222,696.00	85.28	145.60	230.88
Itchingfield	62,000.00	83.32	145.60	228.92
Lower Beeding	34,240.00	63.93	145.60	209.53
North Horsham	319,943.00	36.95	145.60	182.55
Nuthurst	40,500.00	39.20	145.60	184.80
Parham	3,860.00	31.42	145.60	177.02
Pulborough	203,334.00	80.67	145.60	226.27
Rudgwick	73,040.00	53.50	145.60	199.10
Rusper	28,309.00	34.80	145.60	180.40
Shermanbury	20,800.00	72.35	145.60	217.95
Shipley	31,220.96	46.89	145.60	192.49
Slinfold	54,000.00	61.34	145.60	206.94
Southwater	509,107.00	117.00	145.60	262.60
Steyning	248,489.00	96.56	145.60	242.16
Storrington & Sullington	175,577.00	54.54	145.60	200.14
Thakeham	48,610.00	51.21	145.60	196.81
Upper Beeding	137,500.00	96.53	145.60	242.13
Warnham	63,667.00	64.96	145.60	210.56
Washington	40,370.00	37.30	145.60	182.90
West Chiltington	134,525.00	61.31	145.60	206.91
West Grinstead	67,750.00	51.73	145.60	197.33
Wiston	4,156.00	40.78	145.60	186.38
Woodmancote	8,675.00	31.43	145.60	177.03
Horsham Town - Special charge	284,762.00	24.60	145.60	170.20

being the amounts given by adding to the amount at (f) above the amounts of the special items relating to the dwellings in those parts of the Council's area mentioned above, calculated by the Council, in accordance with section 34(3) of

the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

4. To note that the County Council have proposed precepts and the Sussex Police and Crime Commissioner has notified precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each category of dwellings in the Council's area as indicated in the table below:

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
West Sussex County Council	878.52	1,024.94	1,171.36	1,317.78	1,610.62	1,903.46	2,196.30	2,635.56

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
Sussex Police and Crime Commissioner	110.61	129.04	147.48	165.91	202.78	239.65	276.52	331.82

The Horsham District Figures are shown below:-

<b>Band Authority</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
Horsham District Council	97.07	113.24	129.42	145.60	177.96	210.31	242.67	291.20

5. That, having calculated the aggregate in each case of the amounts at 3 and 4 above the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2018/19 for each part of its area and for each of the categories of dwellings:

BAND	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Amberley	1,126.38	1,314.10	1,501.84	1,689.57	2,065.03	2,440.49	2,815.95	3,379.13
Ashington	1,145.34	1,336.22	1,527.11	1,718.00	2,099.78	2,481.55	2,863.34	3,436.00
Ashurst	1,136.49	1,325.89	1,515.31	1,704.72	2,083.55	2,462.37	2,841.20	3,409.44
Billingshurst	1,143.56	1,334.14	1,524.74	1,715.33	2,096.53	2,477.71	2,858.90	3,430.67
Bramber	1,120.49	1,307.23	1,493.98	1,680.73	2,054.23	2,427.72	2,801.22	3,361.46
Broadbridge Heath	1,119.90	1,306.54	1,493.19	1,679.84	2,053.14	2,426.44	2,799.74	3,359.68
Coldwaltham	1,108.51	1,293.25	1,478.01	1,662.76	2,032.27	2,401.76	2,771.27	3,325.52
Colgate	1,096.58	1,279.33	1,462.10	1,644.86	2,010.39	2,375.91	2,741.44	3,289.72
Cowfold	1,135.98	1,325.29	1,514.63	1,703.96	2,082.62	2,461.27	2,839.94	3,407.92
Henfield	1,143.05	1,333.55	1,524.06	1,714.57	2,095.59	2,476.60	2,857.62	3,429.14
Itchingfield	1,141.75	1,332.03	1,522.33	1,712.61	2,093.20	2,473.78	2,854.36	3,425.23
Lower Beeding	1,128.82	1,316.95	1,505.09	1,693.22	2,069.50	2,445.77	2,822.04	3,386.45
North Horsham	1,110.83	1,295.96	1,481.10	1,666.24	2,036.52	2,406.79	2,777.07	3,332.48
Nuthurst	1,112.33	1,297.71	1,483.11	1,668.49	2,039.27	2,410.04	2,780.83	3,336.98
Parham	1,107.15	1,291.66	1,476.19	1,660.71	2,029.76	2,398.80	2,767.85	3,321.42
Pulborough	1,139.98	1,329.96	1,519.96	1,709.96	2,089.95	2,469.94	2,849.93	3,419.91
Rudgwick	1,121.86	1,308.83	1,495.81	1,682.79	2,056.75	2,430.69	2,804.65	3,365.57
Rusper	1,109.40	1,294.28	1,479.19	1,664.09	2,033.89	2,403.68	2,773.48	3,328.17
Shermanbury	1,134.43	1,323.49	1,512.57	1,701.64	2,079.79	2,457.93	2,836.07	3,403.28
Shipley	1,117.46	1,303.69	1,489.94	1,676.18	2,048.67	2,421.15	2,793.65	3,352.37
Slinfold	1,127.09	1,314.93	1,502.79	1,690.63	2,066.33	2,442.03	2,817.73	3,381.26
Southwater	1,164.20	1,358.22	1,552.26	1,746.29	2,134.36	2,522.42	2,910.49	3,492.58
Steyning	1,150.57	1,342.32	1,534.09	1,725.85	2,109.38	2,492.89	2,876.42	3,451.70
Storrington & Sullington	1,122.56	1,309.64	1,496.74	1,683.83	2,058.02	2,432.20	2,806.39	3,367.66
Thakeham	1,120.34	1,307.05	1,493.78	1,680.50	2,053.94	2,427.38	2,800.83	3,360.99
Upper Beeding	1,150.55	1,342.30	1,534.06	1,725.82	2,109.34	2,492.85	2,876.37	3,451.63
Warnham	1,129.51	1,317.74	1,506.00	1,694.25	2,070.75	2,447.25	2,823.76	3,388.50
Washington	1,111.07	1,296.23	1,481.41	1,666.59	2,036.95	2,407.30	2,777.65	3,333.18
West Chiltington	1,127.08	1,314.91	1,502.76	1,690.60	2,066.30	2,441.98	2,817.68	3,381.21
West Grinstead	1,120.69	1,307.46	1,494.25	1,681.02	2,054.59	2,428.15	2,801.71	3,362.05
Wiston	1,113.38	1,298.94	1,484.51	1,670.07	2,041.20	2,412.32	2,783.45	3,340.13
Woodmancote	1,107.15	1,291.66	1,476.20	1,660.72	2,029.77	2,398.82	2,767.87	3,321.44
Horsham Town - Special charge	1,102.60	1,286.35	1,470.13	1,653.89	2,021.43	2,388.95	2,756.49	3,307.78

6. To note that the Council's basic amount of Council Tax for 2018/19 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.

Horsham District Council Tax Band D

2017/18	2018/19	Council Tax increase
£145.28	£150.28	£5

As the billing Authority the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2018/19 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 522K Local Government Act 1992.

7. There are no changes to the Council Tax discount policies.

**REASON**

To meet the Council's statutory requirement to set a Council Tax.

CO/67 **REQUEST FOR LEAVE OF ABSENCE - COUNCILLOR ROGER CLARKE**

The Chief Executive reported that a request had been received from Councillor Roger Clarke for exemption from attendance at Council meetings. Councillor Clarke had not been able to attend any Council or Committee meetings since 18<sup>th</sup> October 2017, due to illness, including hospital admissions and he had indicated that it was likely that he would not be able to attend any meetings in the near future.

Council approval of Councillor Clarke's continued absence was required under Section 85 of the Local Government Act 1972 otherwise he would cease to be a Member if he was unable to attend any meetings before 18<sup>th</sup> April 2018. This was the last scheduled Council meeting before that date.

**RESOLVED**

That the current absence from all Council and Committee meetings of Councillor Roger Clarke, due to his ill-health, be authorised and approved for a further period of six months ending on 18<sup>th</sup> October 2018, or until he resumes attendance if that is sooner, in accordance with Section 85 of the Local Government Act 1972.

REASON

To comply with the provisions of Section 85 of the Local Government Act 1972.

CO/68 **CHAIRMAN AND VICE-CHAIRMAN OF THE COUNCIL FOR THE MUNICIPAL YEAR 2018/19**

**RESOLVED**

That, subject to formal election at the annual meeting, it be noted that Councillor Peter Burgess will be Chairman and Councillor Kate Rowbottom will be Vice-Chairman for the municipal year 2018/19.

CO/69 **URGENT BUSINESS**

There was no urgent business.

*The meeting closed at 7.05 pm having commenced at 6.00 pm*

CHAIRMAN