

Council
21 FEBRUARY 2024

Present: Councillors: David Skipp (Chairman), Nigel Emery (Vice-Chairman), Mark Baynham, Tony Bevis, Martin Boffey, Colette Blackburn, Peter van der Borgh, James Brookes, Jon Campbell, Philip Circus, Mike Croker, Len Ellis-Brown, Victoria Finnegan, Claudia Fisher, Ruth Fletcher, Anthony Frankland, Joan Grech, Kasia Greenwood, Warwick Hellowell, Tony Hogben, Liz Kitchen, Joanne Knowles, Lynn Lambert, Richard Landeryou, Dennis Livingstone, Alan Manton, Nicholas Marks, Jay Mercer, John Milne, Colin Minto, Roger Noel, Jon Olson, Sam Raby, Jonathan Taylor, John Trollope, Clive Trott, Belinda Walters and Tricia Youtan

Apologies: Councillors: Sam Bateman, Emma Beard, Paul Clarke, Joy Dennis, Chris Franke, Nick Grant, Alex Jeffery and Josh Potts

CO/7 **MINUTES**

The minutes of the meeting of the Council held on 13 December, and the extraordinary meetings of the Council held on 11 December, 13 December and 25 January were approved as a correct record and signed by the Chairman.

CO/8 **DECLARATIONS OF MEMBERS' INTERESTS**

Councillor Claudia Fisher declared an interest in Item 6e, as the Chair and Director of, and shareholder in, a company that owns properties in the District. She indicated that she would withdraw from the meeting for the consideration of this item.

Councillor Alan Manton declared an interest in Item 6e, as his wife owned property in the District. He indicated that he would withdraw from the meeting for the consideration of this item.

Councillor Tony Bevis declared an interest in Item 6d, as he was a volunteer to the Citizens Advice Bureau. He confirmed that he did not have a pecuniary interest.

Councillor Lynn Lambert declared an interest in Items 6d and 6g, as a Trustee and Director of Community Transport Sussex. She indicated that she would withdraw from the meeting for the consideration of these items.

CO/9 **ANNOUNCEMENTS**

The Chairman announced that the next meeting of the Council would take place at Chanctonbury Leisure Centre, to celebrate the 50th Anniversary of Horsham District Council.

Councillor Martin Boffey, Leader of the Council, announced that Councillor Jonathan Taylor had been appointed as Deputy Cabinet Member for Climate Action & Nature Recovery, and would become a Member of the associated Policy Development Advisory Group. He had attended the memorial service held for Councillor Malcolm Eastwood, with the Chief Executive, and the Leader of the Opposition. It was a well-attended service, and he reminded Members of the great loss to the Council.

Councillor Colette Blackburn, Cabinet Member for Climate Action & Nature Recovery gave an update on the Wildways initiative. The aim was to make improvements to habitats, whilst respecting the wishes of residents to ensure the town looks good. A communications campaign was underway, and the initiative was a demonstration of what can be achieved with collaborative working.

Councillor Sam Raby, Cabinet Member for Communities, Housing & Wellbeing, announced that a Cost of Living summit had been held, and thanked the Communities Team for their work. It was a well-attended event, and demonstrated the rich voluntary sector within the District that was supporting residents.

CO/10 **QUESTIONS FROM THE PUBLIC**

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

CO/11 **RECOMMENDATIONS FROM CABINET**

PLANNING SKILLS DELIVERY FUND – APPROVAL OF BUDGET

Councillor John Milne, Cabinet Member for Planning & Infrastructure, introduced the report. Horsham District Council had submitted 2 successful bids to receive grant funding from the Department for Levelling Up, Housing & Communities. One bid was submitted on behalf of all authorities affected by water neutrality, to support work to deliver solutions and water offsetting schemes. The second bid was submitted to assist with reducing the backlog in planning applications.

In response to a question about the backlog of planning applications, the Cabinet Member advised that the funding would directly assist with reducing the backlog, and that water neutrality solutions were being developed at present, as part of the Local Plan. The Government was also introducing stricter deadlines to determine planning applications, and steps were being taken to ensure internal processes were efficient.

The proposal was seconded by Councillor Mark Baynham.

RESOLVED

- (i) That the receipt of a grant for the sum of £308,333 for Strategic Planning and Development Management (government grants received) be approved
- (ii) That an increase in the Strategic Planning 2023/24 revenue income and expenditure budgets of £250,000 to cater for the receipt and expenditure of the grant be approved
- (iii) That an increase in the Development Management 2023/24 revenue income and expenditure budgets of £58,333 to cater for receipt and expenditure of the grant be approved

REASONS

- (i) Increasing the revenue income and expenditure budget in Strategic Planning and Development Management will allow the Council to receive and spend the grant offered by DLUHC.
- (ii) Full Council must approve an increase to the budget and the Cabinet must approve expenditure in excess of £250,000.
- (iii) To provide funds to help deliver the Sussex North Offsetting Water Scheme (SNOWS).
- (iv) To provide additional resource to reduce the planning application backlog.

[Councillor James Brookes arrived at the meeting at 6.20pm]

ANNUAL PLAN 2024/25

Councillor Martin Boffey, Leader of the Council, introduced the Annual Plan 2024/25. An amendment had been made following consultation with Members, to incorporate a review of the use of pesticides, as well as herbicides, on Council managed land. The key actions had three main themes. These were tackling issues that matter to people on a day-to-day, making sure everyone benefits from the actions taken, and providing a Council fit for the future. The Leader outlined a number of actions within these categories, to Members.

Members discussed the provision of new homes, and it was noted that there was a delay to the approval of the bid submitted for the Local Authority Housing Fund. The deadline to purchase the properties in relation to this fund was 29 March, and it was highlighted that unless an extension was granted by the Government, it may not be possible to purchase the properties as intended. The Cabinet Member for Housing, Communities and Wellbeing confirmed that there were plans in place for Horsham District Homes to provide units in Dukes

Square and London Road, and the opportunity to work with small developers was being explored.

Concerns were raised by Members in relation to the ambitions within the Annual Plan, and the requirement to be responsible in the financial management of the Council. Members of the Cabinet spoke in support of the plan, and advised Councillors that Horsham District Council was not at risk of bankruptcy, and there was a focus on providing support to residents. Planning for the subsequent financial years was underway.

Councillor Jon Olson seconded the proposal, and spoke in support of the Annual Plan.

RESOLVED

That the Annual Plan for 2024/25 financial year be adopted

REASON

The Annual Plan is an operational plan which identifies projects to be undertaken during a financial year and which gives effect to the themes contained in the Council Plan 2023-2027 which constitutes the Council's Policy Framework.

CAPITOL THEATRE REFURBISHMENT

Councillor Jon Olson, Cabinet Member for Leisure, Culture & Green Spaces introduced the report, and highlighted the importance of the theatre to the community. The proposed refurbishment would enable the building to be more energy efficient, and the increased capacity in the theatre would attract a better theatre touring product, and therefore more customers.

Members acknowledged the importance of safeguarding the theatre for the future, however also raised concerns in relation to the cost of the refurbishment. It was confirmed that the opportunity to use grant funding would be explored, and that contingency costs were included in the figures presented. It was suggested that the plans could be delayed, however it was noted that due to inflation, there would be an increase in costs.

Members requested that detailed plans and costings would be considered, at the appropriate stage. It was confirmed that once the commitment had been made by the Council to proceed, funding options would be explored, and that quarterly reports would be made to the Overview & Scrutiny Committee.

Members discussed whether the investment would benefit residents in the south of the District, who had access to other theatres nearby. It was noted that residents in the south would benefit, and investment in infrastructure elsewhere in the District was also acknowledged.

The carbon reduction measures were discussed, and it was suggested that monitoring the progress was important. Members supported the plans to ensure the Capitol was an energy-efficient building.

Councillor Colette Blackburn seconded the motion, and spoke in support of the aim of carbon reduction.

RESOLVED

That a capital budget of £10.7m for the refurbishment works be approved, profiled across the capital programmes budget for the following financial years: 2023/24, 2024/25, 2025/26 and 2026/27

REASONS

- (i) To reduce carbon emissions at The Capitol, meeting the Council's aspiration for direct emissions to become net zero by 2030.
- (ii) To ensure The Capitol remains up to date and able to provide and attract a mix of high-quality performances and entice new productions by replacing end-of-life fixtures and fittings, increasing and improving seating in the auditorium and cinemas and enhancing the overall customer experience and offer.
- (iii) To reduce ongoing revenue costs of running The Capitol.
- (iv) To maintain and improve the cultural and social benefits of continuing to provide a multi arts community venue.
- (v) Full Council must approve the capital budget.
- (vi) To facilitate the refurbishment works being undertaken and to delegate authority to award associated contracts for this purpose.

[Councillor Belinda Walters left the meeting at 7.46pm]

COUNCIL TAX PREMIUMS; LONG-TERM EMPTY PROPERTY COUNCIL TAX PREMIUM AND SECOND HOME COUNCIL TAX PREMIUM

[Councillors Claudia Fisher and Alan Manton left the meeting for the consideration of this item]

In accordance with Rule 4a.15 of the Constitution, the Chairman proposed that the order of business be amended, as Item 6d, 6e and 7 were inextricably linked. The proposal was seconded by Councillor Nigel Emery, and the motion was CARRIED.

Councillor Mark Baynham, Cabinet Member for Finance & Resources introduced the report. There were a number of empty, unfurnished domestic

properties in the district, as well as second homes. The proposal was to charge a premium rate of Council Tax, to act as a financial disincentive to holding an empty property. This should enable more properties to be made available for occupation. There were cases where exemptions would be applied. The Cabinet Member amended the first recommendation, to delete the words “instead of two years”.

Members spoke in support of the proposal, however concerns were raised in relation to genuine situations where a property may remain empty. It was confirmed that Appendix A to the Cabinet report contained a list of proposed exceptions and exemptions, and that there would be discretion in applying the premium where a Council Tax payer makes a representation in relation to the rate being applied.

Councillor Sam Raby seconded the proposal, and spoke in support of the initiative that aimed to provide more housing within the district.

RESOLVED

- (i) From 1 April 2024, to approve that empty and substantially unfurnished properties be charged an additional 100% council tax premium (twice the current Council Tax amount) after one year.
- (ii) From 1 April 2025, to approve that dwellings with no resident and which are substantially furnished are charged 100% council tax premium (twice the current Council Tax amount).

REASON

To reduce the number of empty homes within the District and to encourage the use of premises as main residences by local residents rather than second homes.

[Councillors Claudia Fisher and Alan Manton returned to the meeting following the conclusion of this item]

2024/25 BUDGET AND THE MEDIUM-TERM FINANCIAL STRATEGY TO 2029/30

[Councillor Lynn Lambert left the meeting for the consideration of this item]

Councillor Mark Baynham, Cabinet Member for Finance & Resources, introduced this item. There was a revenue budget requirement in 2024/25 of £14.5m, and this had increased from the previous year due to inflationary costs and the pay settlement. An increase in the special charge for the unparished area was also included, following consultation with the Neighbourhood Councils. The Horsham District Council element of the Council Tax was due to increase by 2%, and support would continue to be offered through the Council Tax Reduction Scheme.

The capital programme was £10.5m, which would support almost 50 projects across the district, and £227k in grants would be available to support voluntary groups and partnerships. The fees and charges had been adjusted to assist in balancing the budget.

The Cabinet Member highlighted that there was a statutory requirement to produce a balanced budget and noted that the Medium-Term Financial Strategy was based on the best assumptions currently. There was a need to review and prioritise services, and to continue to enhance the programme of maximising efficiency.

Councillor Philip Circus, Leader of the Minority Group, stated that he felt the budget was unduly optimistic in terms of expenditure, and raised concerns about financial difficulty in the future. He stated that the increase in the special charge in the unparished area equated to a 35% increase, making reference to the residents affected, in light of the current cost of living crisis. He also raised concerns about the removal of the discount on bins, as this could reduce recycling rates. The Leader of the Minority Group further stated that a reliance on temporary grant funding should be avoided, and further advised caution in the provision of a People's Budget.

Members discussed the special charge, and it was stated that in real terms, the increase would equate to less than £10 per annum, for a Band D property. It was highlighted that the overall rate was low, compared with the parish precepts across the district. The increased charge was requested by the Neighbourhood Councils, to increase youth provision within the unparished area.

The increase in fees and charges was raised, and it was noted that, particularly in relation to the day passes, the increase was required to ensure the charge was in line with season tickets. It was further noted that the fees and charges had not been raised for a number of years. The Cabinet Member highlighted that this increase was required to ensure a balanced budget.

With reference to the People's Budget, it was highlighted that the proposal represented less than 1% of the budget, and would give the residents of the district control, to spend on non-statutory provision.

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

FOR THE MOTION: Mark Baynham, Anthony Bevis, Colette Blackburn, Martin Boffey, Peter van der Borgh, James Brookes, Jon Campbell, Mike Croker, Len Ellis-Brown, Nigel Emery, Victoria Finnegan, Claudia Fisher, Ruth Fletcher, Anthony Frankland, Joan Grech, Kasia Greenwood, Warwick Hellawell, Joanne Knowles, Dennis Livingstone, Nicholas Marks, Jay Mercer, John Milne, Colin Minto, Jon Olson, Sam Raby, David Skipp, Jonathan Taylor, John Trollope, Clive Trott

AGAINST THE MOTION: Philip Circus, Tony Hogben, Liz Kitchen, Richard Landeryou, Alan Manton, Roger Noel, Tricia Youtan

ABSTAINED: None

ABSENT: Sam Bateman, Paul Clarke, Joy Dennis, Chris Franke, Nick Grant, Alexander Jeffery, Lynn Lambert, Josh Potts, Belinda Walters

RESOLVED

- (i) That the level of Council Tax for 2024/25 increases from £166.94 by £3.34 (2%) to £170.28 at Band D.
- (ii) That the net revenue budget set out in Appendix A for 2024/25 of £14.538m is approved.
- (iii) That £0.6m of the £3.55m Funding Guarantee grant received in 2024/25 is used in Revenue to balance the budget, £0.55m to be used to fund up to £195 for working age and pension age claimants on Council Tax Support, with the remainder earmarked against potential overspend in 2024/25 and as a reserve to help resolve future budget deficits in the Medium-Term Financial Strategy.
- (iv) That Special Expenses of £456,865 set out in Appendix C and a Band D charge of £37.21 are agreed in respect of the unparished area for 2024/25.
- (v) That the capital programme for 2024/25 set out in Appendix D be approved and that the indicative capital budgets in the programme for future years be noted.
- (vi) That the projected future budgets on the revenue account in 2025/26 to 2029/30 are noted and the Medium-Term Financial Strategy continues to be reviewed and refined to ensure that decisions are taken in 2024 to set a balanced budget in 2025/26.
- (vii) That the Minimum Revenue Provision Statement set out in Appendix E is approved.
- (viii) That the Capital Strategy, Treasury Strategy, Investment Strategy and prudential indicators and limits for 2024/25 to 2027/28 set out in Appendix F are approved.
- (ix) To note the statement on the robustness of the level of reserves in Appendix G.
- (x) That the increases to fees and charges set out in Appendices H to H(iii) are approved.

REASON

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

[Councillor Lynn Lambert returned to the meeting following the conclusion of this item]

2024/25 COUNCIL TAX REDUCTION SCHEME & HOUSING BENEFIT MODIFIED SCHEME

Councillor Mark Baynham, Cabinet Member for Finance & Resources, introduced this item and advised Members that the Council operates a Council Tax relief scheme for residents in difficult financial circumstances. The cost was partly funded by the Government funding guarantee grant. Councillor Sam Raby seconded the motion.

RESOLVED

- (i) That no changes be made in the Council Tax Reduction scheme for 2024/25, other than the updates prescribed by Government as detailed in paragraph 1 of this paper and the Appendix to this supplementary paper.
- (ii) The adoption of, with no changes to, the existing modified schemes under Housing Benefit subsidy for 2024/25 whereby the Council locally and voluntarily disregards war disablement pensions or war widow pensions in the housing benefit calculation.

REASONS

- i) & ii) The Council Tax Reduction and locally modified schemes are annual schemes requiring an annual review and approval, even when no changes to the scheme are being proposed. Review work on the scheme showed the schemes remains affordable for Horsham District Council and provides a good level of support to our less well-off residents.

2024/25 BUSINESS RATES DISCRETIONARY CHARITABLE RELIEF

[Councillor Lynn Lambert left the meeting for the consideration of this item]

Councillor Mark Baynham, Cabinet Member for Finance & Resources introduced this item. The cost of the scheme was approximately £21k per annum, and offered support to not for profit organisations, and supported rural businesses. Councillor Jay Mercer seconded the proposal.

RESOLVED

That the Discretionary rate relief scheme for 2024/25 (“the Scheme”) as detailed in the appendix be approved and adopted

REASONS

Discretionary rate relief is an annual scheme and therefore require an annual review and approval.

[Councillor Lynn Lambert returned to the meeting following the conclusion of this item]

CO/12 **COUNCIL TAX RESOLUTION 2024/25**

It was moved by Councillor Mark Baynham, Cabinet Member for Finance & Resources and seconded by Councillor Martin Boffey that the Council Tax resolution for 2024/25 be approved.

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

FOR THE MOTION: Mark Baynham, Anthony Bevis, Colette Blackburn, Martin Boffey, Peter van der Borgh, James Brookes, Jon Campbell, Mike Croker, Len Ellis-Brown, Nigel Emery, Victoria Finnegan, Claudia Fisher, Ruth Fletcher, Anthony Frankland, Joan Grech, Kasia Greenwood, Warwick Hellawell, Joanne Knowles, Dennis Livingstone, Nicholas Marks, Jay Mercer, John Milne, Colin Minto, Jon Olson, Sam Raby, David Skipp, Jonathan Taylor, John Trollope, Clive Trott

AGAINST THE MOTION: Philip Circus, Tony Hogben, Liz Kitchen, Lynn Lambert, Richard Landeryou, Alan Manton, Roger Noel, Tricia Youtan

ABSTAINED: None

ABSENT: Sam Bateman, Paul Clarke, Joy Dennis, Chris Franke, Nick Grant, Alexander Jeffery, Josh Potts, Belinda Walters

The motion was declared CARRIED, and it was RESOLVED:

1. The Council Tax Base 2024/25 be noted and set
 - a. for the whole Council area as 65,173.2 (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 as Parish Precept or Special Expenses relates as shown below:

Parish	2024/25 tax base
Amberley	338.1
Ashington	1,175.5
Ashurst	147.1
Billingshurst	4,538.9
Bramber	412.8
Broadbridge Heath	2,334.8
Coldwaltham	478.7
Colgate	2,026.1
Cowfold	869.5
Henfield	2,725.9
Itchingfield	782.7
Lower Beeding	554.4
North Horsham	8,874.3
Nuthurst	1,096.2
Parham	129.6
Pulborough	2,609.4
Rudgwick	1,449.5
Rusper	1,011.5
Shermanbury	317.7
Shipley	642.8
Slinfold	984.2
Southwater	4,842.8
Steyning	2,568.4
Storrington & Sullington	3,349.3
Thakeham	1,172.4
Upper Beeding	1,442.5
Warnham	1,007.2
Washington	1,118.7
West Chiltington	2,216.4
West Grinstead	1,306.0
Wiston	101.0
Woodmancote	271.6
Horsham Town	12,277.2
Total	65,173.2

2. That the Council Tax requirement for the Council's own purposes for 2024/25 (excluding Special Expenses and Parish precepts) is set at £170.28
2. That the following amounts be calculated for the year 2024/25 in accordance with Sections 31 to 37 (excluding sections 32 and 33 which are applicable to Wales only) of the Act:

- (a) £103,979,552 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) £88,009,092 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

- (c) £15,970,460 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) £245.05 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) £4,872,520 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act

- (f) £170.28 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	36,539.00	108.07		170.28	278.35
Ashington	108,133.00	91.99		170.28	262.27
Ashurst	14,100.00	95.85		170.28	266.13
Billingshurst	513,010.00	113.03		170.28	283.31
Bramber	37,564.64	91.00		170.28	261.28
Broadbridge Heath	175,172.00	75.03		170.28	245.31
Coldwaltham	18,026.50	37.66		170.28	207.94
Colgate	34,160.00	16.86		170.28	187.14
Cowfold	75,276.00	86.57		170.28	256.85
Henfield	348,685.00	127.92		170.28	298.19
Itchingfield	63,000.00	80.49		170.28	250.77
Lower Beeding	38,990.00	70.33		170.28	240.61
North Horsham	380,247.00	42.85		170.28	213.13
Nuthurst	57,516.00	52.47		170.28	222.75
Parham	5,823.00	44.93		170.28	215.21
Pulborough	292,460.00	112.08		170.28	282.36
Rudgwick	115,960.00	80.00		170.28	250.28
Rusper	49,000.00	48.44		170.28	218.72
Shermanbury	26,325.00	82.86		170.28	253.14
Shipley	37,821.32	58.84		170.28	229.12
Slinfold	66,220.00	67.28		170.28	237.56
Southwater	512,424.00	105.81		170.28	276.09
Steyning	404,325.00	157.42		170.28	327.70
Storrington & Sullington	299,905.70	89.54		170.28	259.82
Thakeham	74,532.00	63.57		170.28	233.85
Upper Beeding	233,625.00	161.96		170.28	332.24
Warnham	92,755.72	92.09		170.28	262.37
Washington	44,877.28	40.12		170.28	210.39
West Chiltington	159,009.00	71.74		170.28	242.02
West Grinstead	79,600.00	60.95		170.28	231.23
Wiston	4,156.00	41.15		170.28	211.43
Woodmancote	16,416.64	60.44		170.28	230.72
Horsham Town - Special charge	456,865.00	37.21		170.28	207.49

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 Act for each category of dwellings in the Council's area as indicated in the table below:

Band Authority	A	B	C	D	E	F	G	H
West Sussex County Council	1,143.30	1,333.85	1,524.40	1,714.95	2,096.05	2,477.15	2,858.25	3,429.90

Band Authority	A	B	C	D	E	F	G	H
Sussex Police and Crime Commissioner	168.61	196.71	224.81	252.91	309.11	365.31	421.52	505.82

The Horsham District Figures are shown below:-

Band Authority	A	B	C	D	E	F	G	H
Horsham District Council	113.52	132.44	151.36	170.28	208.12	245.96	283.80	340.56

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 Act, hereby sets the aggregate amounts shown in the tables below as the amounts of Council Tax for 2024/25 for each part of its area and for each of the categories of dwellings:

BAND	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Amberley	1,497.48	1,747.06	1,996.63	2,246.21	2,745.37	3,244.52	3,743.69	4,492.42
Ashington	1,486.76	1,734.55	1,982.34	2,230.13	2,725.71	3,221.29	3,716.88	4,460.26
Ashurst	1,489.33	1,737.55	1,985.77	2,233.99	2,730.43	3,226.87	3,723.33	4,467.99
Billingshurst	1,500.78	1,750.91	2,001.04	2,251.17	2,751.42	3,251.68	3,751.95	4,502.33
Bramber	1,486.10	1,733.78	1,981.46	2,229.14	2,724.50	3,219.86	3,715.24	4,458.28
Broadbridge Heath	1,475.45	1,721.35	1,967.26	2,213.17	2,704.98	3,196.79	3,688.61	4,426.33
Coldwaltham	1,450.53	1,692.29	1,934.04	2,175.80	2,659.31	3,142.81	3,626.33	4,351.59
Colgate	1,436.67	1,676.11	1,915.56	2,155.00	2,633.89	3,112.77	3,591.67	4,310.00
Cowfold	1,483.15	1,730.34	1,977.52	2,224.71	2,719.09	3,213.47	3,707.86	4,449.43
Henfield	1,510.71	1,762.49	2,014.27	2,266.06	2,769.62	3,273.19	3,776.76	4,532.11
Itchingfield	1,479.09	1,725.60	1,972.12	2,218.63	2,711.66	3,204.68	3,697.72	4,437.26
Lower Beeding	1,472.32	1,717.70	1,963.08	2,208.47	2,699.24	3,190.01	3,680.78	4,416.94
North Horsham	1,454.00	1,696.33	1,938.66	2,180.99	2,665.65	3,150.31	3,634.98	4,361.98
Nuthurst	1,460.41	1,703.81	1,947.21	2,190.61	2,677.41	3,164.21	3,651.02	4,381.22
Parham	1,455.38	1,697.95	1,940.51	2,183.07	2,668.20	3,153.32	3,638.45	4,366.14
Pulborough	1,500.15	1,750.17	2,000.20	2,250.22	2,750.27	3,250.31	3,750.37	4,500.44
Rudgwick	1,478.76	1,725.22	1,971.68	2,218.14	2,711.06	3,203.98	3,696.90	4,436.28
Rusper	1,457.73	1,700.68	1,943.63	2,186.58	2,672.49	3,158.39	3,644.31	4,373.17
Shermanbury	1,480.67	1,727.45	1,974.22	2,221.00	2,714.55	3,208.11	3,701.67	4,442.00
Shipley	1,464.66	1,708.76	1,952.87	2,196.98	2,685.19	3,173.41	3,661.63	4,393.96
Slinfold	1,470.29	1,715.33	1,960.38	2,205.42	2,695.51	3,185.61	3,675.71	4,410.85
Southwater	1,495.97	1,745.30	1,994.62	2,243.95	2,742.61	3,241.26	3,739.92	4,487.90
Steyning	1,530.38	1,785.44	2,040.50	2,295.56	2,805.69	3,315.81	3,825.94	4,591.13
Storrington & Sullington	1,485.13	1,732.64	1,980.16	2,227.68	2,722.72	3,217.76	3,712.81	4,455.37
Thakeham	1,467.81	1,712.45	1,957.08	2,201.71	2,690.98	3,180.25	3,669.52	4,403.42
Upper Beeding	1,533.40	1,788.97	2,044.53	2,300.10	2,811.23	3,322.36	3,833.50	4,600.20
Warnham	1,486.83	1,734.63	1,982.43	2,230.23	2,725.84	3,221.44	3,717.06	4,460.47
Washington	1,452.17	1,694.20	1,936.23	2,178.26	2,662.31	3,146.36	3,630.43	4,356.51
West Chiltington	1,473.26	1,718.80	1,964.34	2,209.88	2,700.96	3,192.05	3,683.14	4,419.76
West Grinstead	1,466.06	1,710.41	1,954.75	2,199.09	2,687.77	3,176.46	3,665.15	4,398.18
Wiston	1,452.86	1,695.00	1,937.15	2,179.29	2,663.57	3,147.86	3,632.15	4,358.58
Woodmancote	1,465.73	1,710.01	1,954.30	2,198.58	2,687.16	3,175.73	3,664.31	4,397.17
Horsham Town - Special charge	1,450.24	1,691.94	1,933.65	2,175.35	2,658.76	3,142.17	3,625.59	4,350.70

6. To note that the Council's basic amount of Council Tax for 2024/25 is not excessive in accordance with principles approved under Section 52ZB of the Act.

Horsham District Council Tax Band D, inclusive of the special charge, as reported to Government.

2023/24	2024/25	Council Tax increase
£172.14	£177.29	£5.15 (or 2.99%)

As the billing Authority the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2024/25 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK of the Act.

7. To approve a change in the Council Tax discount policies which have been updated to include:
- Horsham District Council has determined that from 2024/25, Council Tax payable in respect of long-term empty properties over 1 year will be 100% of Council Tax due, plus an additional premium of 100% of Council Tax due.
 - Horsham District Council has also determined that from 2025/26, Council Tax payable in respect of second homes will be 100% of Council Tax due, plus an additional premium of 100% of Council Tax due.

REASON

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

CO/13 **INTERIM REPORT OF THE INDEPENDENT REMUNERATION PANEL**

The Chief Executive introduced this item. Alan Ladley, Chair of the Independent Remuneration Panel (IRP) presented their report, and advised of the methodology and the evidence upon which the Panel's conclusions and recommendations were based. The Panel proposed a 4.76% increase, to be backdated to 24 May 2023, due to the Local Elections that took place last year.

It was moved by Councillor Martin Boffey and seconded by Councillor Philip Circus that the recommendations of the IRP be approved.

Councillor Mike Croker suggested that, given the current economic climate, the increase should be amended from 4.76% to 3.8%. He moved that recommendation 1 be amended so that:

“Councillors receive an increase in relevant allowances of 4.76%” be amended to “Councillors receive an increase in relevant allowances of 3.8%”.

Councillor Jon Campbell seconded the motion.

Members debated the amendment and the importance of remuneration to encourage diversity in Councillors, and it was highlighted that individuals Members can choose not to take their allowance, or to donate it to charity. The motion was put to the vote and was LOST.

The Leader, and the Leader of the Minority Group spoke of the importance of an independent panel. Members thanked the IRP for their work.

RESOLVED

- (i) That the report and recommendations of the Independent Remuneration Panel contained in Appendix 2 attached to this report be noted; and
- (ii) That (i) the Members' Allowances Scheme contained in Appendix 2 (which includes an uplift of 4.76% to be applied to Basic Allowances, Special Responsibility Allowances and the Co-optees' and Representatives on Outside Bodies Allowances) be agreed and adopted, and, that the 4.76% increase is backdated to 24 May 2023 be approved.
- (iii) That the payment of an honorarium, in the sum of £250, to each IRP member in respect of this interim review, be approved

REASONS

- (i) It is a statutory requirement that the Council instructs the IRP in relation to Members' Allowances.
- (ii) The Council must have regard to the IRP's recommendations when agreeing Members' Allowances.
- (iii) It is a function of Full Council to adopt a scheme for Members' Allowances.
- (iv) To approve the payment of an honorarium to the members of the IRP

CO/14 **CALENDAR OF MEETINGS 2024/25**

The Chief Executive introduced the report and highlighted the proposed changes to the scheduling of meetings in relation to the Overview & Scrutiny Committee, and the PDAGs. It was moved by the Chairman of the Council and seconded by the Vice Chairman of the Council, that the recommendations be approved.

Concerns were raised in relation to backbench involvement, with the proposal to combined PDAG meetings, and suggested that the arrangements should be reviewed in future. The Leader of the Council confirmed that the arrangements would be considered as part of the constitution review, and the review of the recommendations from the Governance Peer Challenge from the Local Government Association. It was also highlighted that meetings in school holidays should be avoided.

RESOLVED

- (i) That the calendar of meetings for 2024/25, as submitted, be approved

- (ii) That authority be delegated to the Monitoring Officer, to make amendments to the schedule of meetings of the Committee, in consultation with the relevant Chair, or, in their absence, the Vice-Chair

REASON

To fix a programme of Council meetings and to approve a calendar for Cabinet and Committee meetings, which enables the Council to transact its business in a timely and efficient manner.

CO/15 **PROPOSED UPDATE TO THE BOARD OF DIRECTORS FOR THE COUNCIL OWNED AFFORDABLE HOUSING COMPANIES**

Councillor Sam Raby, Cabinet Member for Housing, Communities and Wellbeing introduced this item. Following the departure of two Heads of Service, the Council was recommended to amend the Board of Directors for the housing companies. Councillor Jay Mercer seconded the motion.

RESOLVED

- (i) That the resignation of Brian Elliott from the Board of Directors of HDH and HDH(H) be noted.
- (ii) That the resignation of Robert Jarvis from the Board of Directors of HDH(H) be noted.
- (iii) That the appointment of Andrew Smith, Head of Housing and Communities, to the Board of HDH and HDH(H) Limited on the terms contained in Appendix A, be approved.
- (iv) That the appointment of Elizabeth Williams, Head of Property and Facilities, to the Board of HDH and HDH(H) Limited on the terms contained in Appendix A, be approved.

REASON

To ensure that the Housing Companies have a properly constituted Board of Directors following the resignations of two directors.

CO/16 **REPORTS OF REPRESENTATIVES**

There were no reports of representatives.

CO/17 **MEMBERS' QUESTIONS ON NOTICE**

No questions had been received.

CO/18 **URGENT BUSINESS**

There was no urgent business.

The meeting closed at 9.54 pm having commenced at 6.00 pm

CHAIRMAN