

Lavant Valley Partnership Minutes of meeting – 10th December 2015 St. Blaise Centre, Boxgrove.

Agenda Item	Notes
Welcome, minutes and introductions.	<p>Cllr. Potter welcomed members of the Lavant Valley Partnership (LVP) to the forum meeting. Cllr Potter thanked the St. Blaise Centre for hosting.</p> <p>Present: Henry Potter – Chair - Boxgrove Ward councillor Louise Rudziak – Head of Service Chichester District Council Matt Gover – LVP Co-ordinator, Chichester District Council Philip Coleman – Member Services Manager - Chichester District Council Michael Rowland – Emergency Planning Office – Chichester District Council Simon Oakley – Tangmere ward and County Council representative Mike Hall – Lavant ward Danny Sole – Singleton Parish Council Roger Birkett – Tangmere Parish Council Adrian Blades – Lavant Parish Council Pat Dingmans – Eartham Parish Council Gareth Jones – Community warden for Tangmere and Oving Dawn White – Community warden for Tangmere and Oving</p> <p>Apologies: Jon Bailie – East Dean Sjoerd Schuyleman – Oving Parish Council Ron Migliorini – Oving Parish Council John Elliot – Bury Ward Angie Hobson – Eartham Nick Conway – Singleton Parish Council Kate Beach – Tangmere Parish Council Hilary Nation – Tangmere Parish Council Jeremy Hunt – West Sussex County Councillor</p> <p>Minutes of last meeting: The minutes of the previous meeting, held on 25th June were approved.</p>

<p>1. Safety over the festive period</p> <p>Community wardens – Tangmere and Oving</p>	<p>Gareth Jones and Dawn White (community wardens for Tangmere and Oving) were welcomed to the meeting. They gave an overview of things to look out for over the Xmas period. They mentioned several things that may be of use for forum members, such as being neighbourly and looking out for any change in behaviour and habits. This could be as little as curtains not being drawn, or bins not being put out.</p> <p>They mentioned Oving Community Watch and how they use key safes, which are good for care givers and emergency agencies. This can be accessed through Chichester Careline, which were praised for their work with communities and local groups.</p> <p>They also advised not leave valuables out or on show or to recommend door chains for elderly people. Dawn mentioned a recent example of cold callers and scams that seem to rise at this time of year. They reminded delegates to be mindful of vulnerable people at this time of year, as well as to phone 101 if they had any concerns.</p> <p>Questions followed with regarding to answering the door through a window instead of the front door. This was recommended by the wardens.</p>
<p>2. Electoral Review – Chichester District</p> <p>Philip Coleman Member Services Manager – Chichester District Council</p>	<p>Philip Coleman (Member Services Manager) was welcomed to the meeting; he outlined the electoral review of Chichester District Council. He outlined that this project has been member led and that the reduction of councillors will be by 25% from 48 to 36. He informed the partnership that the ward boundaries will be completely redrawn and that the last electoral review was in 2002.</p> <p>Philip outlined the changes that the district council have had since 2002, including a reduction in senior staff, more transactional web based interactions, outsourcing of housing stock, reduction of committee’s and the introduction of the cabinet. As well as political parties struggling to find candidates, especially younger candidates that work during the day.</p> <p>He mentioned that the boundary commission are responsible for reviewing councils and other councils have been reducing in size, such as South Oxfordshire. West Sussex County Council is also undergoing a review. In March 2015, the district council passed the resolution to review its size in consultation with a cross-party group and parish councils. They decided on approximately 35 or 36 members.</p> <p>The boundary commission briefed district councillors recently, where they outlined their independence from Government and how they’re not allied to any local authority or political party. They will decide the pattern of wards for the whole district as well as their names. The timetable shows that on the 19th January 2016 the boundary commission will make its ‘minded to’ decision on council size.</p>

From 26 Jan to 4th April 2016 consultation will take place on numbers of wards and their boundaries as well as their names. Anybody can interact and make submissions to the boundary commission; the district council will be submitting their suggestions, during this period. The district council are happy to receive comments and ideas to see if they can accommodate them into their submission. During April-May 2016 the boundary commission will analyse findings, to make conclusions by June 2016.

Philip discussed the criteria for deciding on 35 or 36 councillors as well as the criteria for drawing the new ward boundaries. Most notably highlighting electoral equality as a key factor in drawing new boundaries. There are only a few district council wards which have a higher 10% tolerance in terms of electoral inequality. This exercise is being replicated across West Sussex County Council.

Philip mentioned how community interest and identity is also very important. Especially focussing on Dr's surgery's, schools, village halls, and shops for example and where people meet and interact. He also mentioned all the current data, projected data and maps that the district council have collated will be sent to the boundary commission. Philip showed the partnership the algorithm for projecting the electorate in 2021 for the district, as well as discussing the methodology for polling districts in terms of housing growth.

Questions followed regarding household size averages, whether these ought to be for polling districts or district wide, in terms of 2nd homes. Philip responded by informing the partnership that the district average for household size is the preferred option. A discussion then followed regarding the electoral roll and reasons as to why it may fluctuate. Philip then continued by discussing that the average elector per councillor is 1,930 at the moment and by 2021 this is expected to be 2,670. He also informed the meeting that the boundary commission cannot change parish boundaries, they want to keep disturbance for parishes as low as possible.

Philip then discussed multi-member wards, in particular Chichester City and Selsey. He then mentioned what the district council are planning to do to involve parishes in the review process. He stated he intends to present to all community forums. He also informed the meeting of plans to engage with district councillors and their input in this process.

Questions followed regarding warding workshops, Philip responded by stating that district councillors should seek the views of their parishes as only district councillors will be involved in this. Philip published his email address: pcoleman@chichester.gov.uk if anybody wants to discuss any part of the process.

<p>3. Emergency planning</p> <p>Michael Rowland Emergency planning officer – Chichester District Council</p>	<p>Michael Rowland (Emergency Planning Officer – Chichester District Council) was welcomed to the meeting. He gave an overview of how the district council respond in an emergency. He mentioned how parish councils can play their part, especially with resilience plans.</p> <p>The way the district council responds to an emergency is guided by the Sussex Emergency, Response and Resilience document which has put together by category one responders. This shares out responsibility to each agency and delegates tasks dependent on the emergency event.</p> <p>The district council has a role in providing shelter and welfare, often in rest centres. This can be temporary centre, such as village halls or pubs for example, which is near the locality of the incident. However in a large-scale evacuation, the district council will open up a leisure centre, either in Southbourne, Chichester or Midhurst. Another role is restoring aspects to a ‘new normality’ after an emergency, which may include other council officers from various departments such as environmental health. Transport from evacuations may be used via the County Council in terms of buses or other forms of public transport.</p> <p>Michael mentioned what parishes can do, which included local knowledge in particular where vulnerable or elderly people are. A question was raised regarding working with Chichester Careline and how they can help in an emergency. Michael responded by praising the service and encouraged parishes to liaise with Chichester Careline regarding their most vulnerable parishioners. Michael also encouraged parish councillors and volunteers to take part in in training, provided by the Sussex Resilience Forum.</p> <p>A discussion then took place regarding flooding and questions were raised about sandbags and their availability. The lead authority for flooding is West Sussex County Council. Singleton Flood Action Group made a comment regarding accessing funding for a barrier and was heralded as a good example for other parishes to follow.</p> <p>Louise Rudziak (Head of Service representative - Chichester District Council) stated that Chichester were the only authority in West Sussex to provide sandbags for areas in imminent danger. She emphasised that property owners that are not in imminent danger should make provision themselves. A discussion then followed regarding the difference between houses on flood plains and those that are flooded unexpectedly.</p> <p>Michael published his email address for delegates to get in contact with him: mrowland@chichester.gov.uk</p>
--	---

<p>4. Items for future meetings and AOB</p>	<p>Members expressed an interest in a presentation by Mott McDonald of West Sussex County Council and Highways England, regarding proposed changes to the A27. The Chairman asked Matt Gover (LVP co-ordinator) to investigate further.</p> <p>Since the last partnership meeting (11/12/15) Matt Gover (LVP co-ordinator) has confirmed that Highways England propose public consultation will take place regarding the various options for A27 improvements, in early 2016. This is indicated to start on 28th March for 6 weeks. It is advised that a single agenda item meeting should take place as early as possible within that 6 week period. Matt will liaise directly with the Chairman to discuss this further and arrange a date.</p> <p>AOB - Cllr Hall mentioned that Southern water has made repairs to manhole covers and sewage pipes, which was greeted by the partnership. However, there were some concerns regarding the size of the sewage pipes, which will be being raised to Southern Water directly.</p> <p>The Chairman published the link: www.chichester.gov.uk/Christmas to the partnership, to advise parishioners of bin collection dates and other information over the festive period.</p>
<p>5. Venue for next meeting</p>	<p>Boxgrove Parish Council agreed to host the next meeting Boxgrove Village Hall, with a date in due course.</p>
	<p>Meeting ends.</p>