



West Sussex ALC Ltd.
Minutes of the Virtual Board Meeting of West Sussex ALC Ltd. held on
Tuesday 5th October 2021 at 2:30pm by Zoom

Attendance

Clr Douglas Denham St Pinnock, Chairman, Mid Sussex District Association
Clr Tony Nicklen, Adur District Association
Clr Alison Cooper, Arun District Association
Clr Tim Russell, Chichester District Association
Clr Charles Britton, Chichester District Association
Clr Malcolm Eastwood, Horsham District Association
Clr Jon Millbanks, Mid Sussex District Association
Mark Mulberry, Company Secretary
Trevor Leggo, CEO WSALC Ltd.
Julie Holden, Clerk's Representative, Chairman of Society of Local Council Clerks (Sussex Branch)
Sarah Norman, Clerk's Representative, Society of Local Council Clerks (Sussex Branch)
Clr Andrew Shaxson, Harting Parish Councils, SDNPA representative
Mandy Jameson, Office of the Police & Crime Commissioner
Anna Beams, Mulberry and Co (clerk)

1. Apologies for absence

Received from Clr Martin Beaton.

2. To approve the minutes of meeting held on 16th July 2021

The minutes were approved as a true record of the meeting held on 16th July 2021.

At the chairman's discretion matters arising from the previous meeting were discussed under this item.

Health and Wellbeing Report - the Chairman advised that the CEO has submitted a paper to the Chairman outlining the proposed action and costs required to update the WSALC Health and Wellbeing Report. In his paper, the CEO recommended that the necessary work would be undertaken by Elizabeth Leggo, author of the original report, and Emily Simpson who is the Administration Assistant of ESALC and who was appointed by WSALC in 2019 to carry out an interim health and wellbeing survey of member councils. The recommended cost to undertake the work is estimated by the CEO at £500. The work can commence in early December with a view to completing the report by the Spring of 2022. No discussions have yet been held with ESALC regarding their input.

The Board **APPROVED** that a sum of £500 is allocated towards the update of the Health and Wellbeing Report.

Clerk's representatives – At the previous board meeting it was proposed that clerks formally join the WSALC Board as members. The clerk's representatives advised that they would prefer to remain as representatives at board meetings rather than be appointed as full Board members.

It was therefore **AGREED** that the clerk's representatives would continue in their current capacity.

Succession planning - the CEO has indicated that he will continue in his current role until at least the end of his two year contract. Discussions will continue regarding succession planning, but no further action is to be taken at present. The CEO agreed to produce a document of handover notes for when they may be necessary.

3. WSALC, ESALC & Surrey ALC update

The CEO reported that he had attended an ESALC Board meeting the previous day and that the county is experiencing clerk shortages similar to those in West Sussex and Surrey. He added that he continues to work closely with the CEO of Surrey.

4. Financial update, to include recommendation for subscription levels for 2022-23

The CEO advised the Board that Mark Mulberry was delayed and therefore at the chairman's discretion agenda items 4 and 5 were adjourned until his arrival.

5. Service delivery arrangements – to receive a progress report and carry out the 6 monthly service review

6. Training update

Anna Beams referred to her report circulated with the agenda (*appendix A*). She added that a meeting of the trainers has been held since drafting the report when the re-introduction of face-to-face training was discussed. She explained that it was concluded that face to face training would be resumed in the Spring following the winter months. Remote training would continue to be provided alongside face-to-face training and, following feedback from the first 6 months of the training programme, it was decided to update the councillors remote training programme. The first 2 modules of the training will now be combined into a 2-3 hour module similar to the original 3 hour face to face councillors training briefing provided by SSALC. The other 6 modules in the programme will continue to be available as short sessions focusing and expanding on individual topics such as finance, chairmanship and meetings. The modules may be taken individually or as a complete course.

Following a question raised by Cllr Nicklen, Anna advised that the fee for the initial longer councillor training module has not yet been fixed but that it will be in the region of £50-60.

The chairman noted that further discussion is required with the Board regarding the fees and costs of training to members councils.

7. Recruitment – to receive a report following a meeting of the WSALC Recruitment Working Party held on 21st September 2021

The CEO referred to his report circulated with the agenda (*appendix B*). He added that there is evidence to show that the number of applicants responding to vacancies has decreased in the last 2 to 3 years.

2.56 Mark Mulberry joined the meeting.

The Chairman advised that he would like to explore the education sector for possible training opportunities available to potential clerks.

Cllr Russell added that there does not appear to be a formal job evaluation scheme or consistency in a clerk's salary.

The CEO stated that as the original job evaluation scheme is now out of date, clerks' salaries are generally calculated by way of market forces and supply and demand.

Julie Holden suggested that working collaboratively with principal councils as laid out in the report is an excellent proposal.

8. a) PCC / WSALC Focus Groups

Mandy Jameson advised that Sussex Police have issued a statement outlining guidance regarding interacting with police officers as a response to the sentencing of Wayne Couzens. It was agreed that Anna Beams would disseminate the statement to member councils.

Mandy further reported that the police are facing a difficult winter financially and that there would be a potential precept rise. The focus groups will therefore be used as an avenue to consult local councils on the precept rise and the current smaller groups will be amalgamated into clusters.

The CEO of WSALC now sits on a newly formed Community Engagement Working Group alongside Mandy as town and parish councils are now considered key stakeholders within the Police Force.

Mandy Jameson is happy to receive feedback from town and parish councils regarding communication issues with the police.

b) Creation of Community Safety Advisory Group [CSAG]

The CEO informed the Board that he has been appointed as Chairman to the Community Safety Advisory Group. Terms of Reference are currently being drafted and the composition of the group is being developed but will involve representatives from WSALC, ESALC and town and parish councils.

The CEO added that Inspector Oliver Fisher, operational lead of the Sussex Police Rural Crime Team is attending the WSALC Chairman's forum on 13th October as a guest speaker.

15.17 Mandy Jameson left the meeting

Adjourned Item 4: Financial update, to include recommendation for subscription levels for 2022-23

Mark Mulberry referred to the six-monthly accounts (*appendix C*) and noted that subscriptions totalling £3,364 remain outstanding from 3 member councils. The CEO advised that he has contacted the 3 members and that they have apologised for failing to pay their subscriptions and will do so as a matter of priority.

The final processes to close SSALC have now been completed and a share of the remaining funds have been transferred to WSALC to the sum of £2,641.79.

Mark reminded the Board that at the last meeting a proposal was made to increase the subscription levels for 2022-23 by 2%. He advised that increasing subscriptions by the proposed 2% would enable the association to undertake projects and continue to hold a healthy reserve.

It was unanimously **AGREED** to increase the subscription level for 2022-23 by 2%.

The chairman thanked Mark and requested that the accounts are circulated to Board members prior to the meetings in the future.

Adjourned item 5: Service delivery arrangements – to receive a progress report and carry out the 6 monthly service review

Mark Mulberry advised that the staff structure is working very well at Mulberry & Co and that he is not anticipating making any changes. He added that regular emails and queries are being received from WSALC member councils on a daily basis and are all responded to promptly and efficiently. Mark reported that 13 hours and 18 minutes have been used in excess of the 390 contracted service hours but that he is not concerned and believes the contract number of hours to be set at the correct level.

The CEO added that he is very satisfied with the support provided by Anna and Mark, and it was **AGREED** to continue with the current service arrangement for a further six months.

The CEO reminded the Board that Surrey Hills Solicitors were appointed on 1st April 2021 to provide urgent legal advice to member councils and were paid a retainer for six months set at a reduced rate of £200 per hour rather than the commercial rate of £250-300. The retainer was originally agreed at 4 hours and 45 minutes however 8 hours and 30 minutes have been used to date. While Surrey Hills Solicitors do not wish to charge for the additional hours used, the CEO proposed that the retainer is increased to 8 hours for the next six months at a total cost of £1,600 + VAT to the Association. The CEO confirmed that the retainer includes Ian Davison attending the AGM and forums.

Following discussions, it was agreed that the level of service provided by Ian Davison of Surrey Hills Solicitors is excellent and that his knowledge of the Sector and local knowledge of West Sussex is a valuable asset and addition to local councils' membership of WSALC.

It was **AGREED by the majority** to appoint Surrey Hills Solicitors for a further six months at an increased retainer of 8 hours at a cost of £1,600 + VAT.

9. NALC Engagement

The CEO informed the Board that Cllr Beaton had attended the recent NALC Assembly on behalf of WSALC but that he had nothing of note to report.

The CEO added that at the next NALC County Officers meeting he will raise the issue of the pay settlement for 2021-22 and query when it is likely to be agreed. He will also raise the matter of virtual meetings and request an update which he will report back to the Board.

10. Reports by District Associations

- a) **Adur:** Cllr Nicklen advised that no meeting has been held and that there is nothing further to report.
- b) **Arun:** Cllr Cooper advised that no meeting has been held and that there is nothing further to report.

The CEO advised that the Chairman of ADALC has resigned and that the Vice Chair is standing in as a temporary measure. He added that Mulberry & Co had approached the Vice Chair with a quote to provide secretarial services but have received no response.

- c) **Chichester:** Cllr Russell reported that a meeting was held on 4th October where the new constitution was approved, and Anna Beams was appointed as secretary. He advised that his main concern was that only 15-20 representatives from member councils attended the meeting and that the main challenge for the association was to ensure that members remain involved, particularly given the geographical size of the district.

Cllr Britton added that member councils within the South Downs National Park were not well represented at the recent meeting and focus needs to be concentrated on making the association more relevant to those councils within the Park.

The CEO informed the Board that the Chairman of CDALC has held a discussion with the Chairman of the Wealden District Association in East Sussex which has a similar geographical area and can be used as an example of a successful district association.

- d) **Horsham:**
Cllr Eastwood reported that the Horsham Association has a new Board which is working to an action plan and that a meeting was held on 4th August when Anna Beams was appointed as secretary and treasurer and the revised constitution was adopted.

The main focus of the association is the Horsham Local Plan and re-engaging with the District Council CEO and new Leader. Four Local Plan Workshops have been held with the District Council which were attended by every parish in the Horsham area, and it has been agreed that two further meetings will be held with the town and parish councils. Focus is also being directed to understanding the new Gatwick proposals.

Cllr Eastwood also advised that West Grinstead Parish Council have re-joined HALC, WSALC and NALC.

- e) **Mid Sussex:** Cllr Millbanks explained that the recent scheduled meeting of the Mid Sussex Association was postponed due to the venue being quarantined following an outbreak of

Covid-19. A zoom meeting will be re-scheduled as soon as possible, and a number of issues will be raised at the meeting including the second runway at Gatwick, Angus energy appeal and leaked plans for a Center Parcs to be developed within the area.

11. South Downs National Park Update

Cllr Shaxson referred to his report circulated with the agenda (*appendix D*).

He added that in his report he had stated that the Agency Agreement was due for renewal but that this is now well under way and that town and parish councils will have no input.

He further added that a webinar is scheduled to take place on the evening of 13th October to provide an update on Nature Recovery Areas that are being set up within the Park. The webinar may be viewed at any time following the 13th October and Cllr Shaxson will provide a link to be circulated.

The budget arrangements are becoming increasingly challenging, and the Authority is giving proper consideration for all outcomes and how to address them.

Cllr Shaxson informed the Board that the next meeting of the Authority is due to take place on 21st October.

12. Southern Water

At the chairman's discretion items 12 and 13 were discussed together.

The chairman referred to the survey results circulated with the agenda (*appendix E*) and expressed his disappointment at the low level of response. He suggested that the matters were raised again at the upcoming AGM and forums.

The CEO added he had received feedback from two additional members and suggested that once further responses have been received, a meeting is held with Southern Water to discuss feedback received and that the neighbourhood planning survey results are shared with the WSALC planning advisor, Flo Churchill, for comment.

4.34 Mark Mulberry and Sarah Norman left the meeting

13. Neighbourhood Planning

Discussed under item 12.

14. Parish Online

The CEO reported that 65% group discount has been secured and paid against list price from Geosphere and a briefing session is being organised for users to remind them of the features of the digital mapping product and introduce it to new users. The briefing is due to take place on 26th October and details will be circulated in due course. He added that should WSALC be unable to recover the full group licence fee from its members, the Lewes and Wealden Districts within East Sussex can take advantage of the remaining licences and therefore cover the shortfall.

The Chairman thanked the CEO for securing the discount on behalf of member councils and noted that it is an added benefit of WSALC membership.

15. Other matters not on the agenda to be raised by Board Members

Cllr Eastwood advised that he has been made aware by Head of Place at Horsham District Council that Natural England have issued a Position Statement regarding water extraction. The Statement has been served on Horsham District Council, Chichester District Council and Crawley Borough Council and raises concerns regarding the amount of development within the areas and the effect on wildlife within Adur.

The Chairman noted that there were no amendments to the constitution to be reported to members at the forthcoming AGM.

16. Dates of future meetings

AGM: Friday 29th October 2021 at 2:30 PM
Board meeting: Friday 28th January 2022 at 2:30 PM
Board meeting: Friday 29th April 2022 at 2:30 PM

16.45 Meeting closed

Signed (Chairman) _____ APPROVED _____

Dated _____ 21/01/2022 _____

TRAINING REPORT – October 2021

Mulberry and Co continue to offer a programme of remote training modules.

The training programme currently includes:

- **New Councillors & Chairmanship training** (trainer – Anne Bott) – suitable for both new and existing councillors – a suite of module sessions designed to be taken individually or as a complete programme. Module 1 (Roles & Responsibilities) can be taken alone as it covers the original face to face ‘Being an Effective Councillor’ training session, the remaining sessions expand on individual topics.
- **Councillors Bespoke Session** – (trainer – Anne Bott) - for councils/groups of neighbouring councils to book on – can be tailored to the booking councils exact requirements
- **New Clerks & Officers training** (trainers – Steve Trice & Andy Beams) – suitable for new staff or those requiring training/refreshing on a specific topic - a suite of module sessions designed to be taken individually or as a complete programme.
- **Finance training** (trainers – Mark Mulberry & Andy Beams) – suitable for both officers and members, new and existing – a suite of individual sessions:
 - Governance & Accountability
 - Monthly Reporting
 - Preparing for Interim Audit
 - Budget Setting
 - VAT Update
 - Charity & Trustee Management
 - Managing Payroll
 - Year End Finance & Audit Preparation
- **Planning training**
 - Introduction to Planning (trainer – Florence Churchill) – suitable for both officers and members, new and existing
 - Bespoke Planning Session (trainer – Steve Tilbury) – for councils/groups of neighbouring councils to book on – can be tailored to the booking councils exact requirements
- **Communications training** (trainers Breakthrough Communications) – suitable for both officers and members, new and existing
 - Data Protection for Clerks
 - Data Protection for Councillors
 - Social Media Skills for Councillors
 - Dealing with a Crisis/Crisis Management
 - Building a Two Way Conversation with your Community
 - Using your Website as an Effective Communication Tool
 - Creating Accessible Council Documents and Content
 - Improving Internal Council Communications
 - Creating a Social Media Strategy for your Council
 - Working with Local Media to Engage with your Community
 - Chairing In-person Meetings & Events

In quarter 2 we received a total of 142 bookings from West Sussex members

Councillors & Chairmanship: 44

Clerks & Officers: 4

Finance: 4

Planning: 10

Communications: 38

On demand: 5 (4 finance, 1 Councillors)

I am happy to answer any questions.

Anna Beams

Mulberry and Co

Appendix B

WSALC Recruitment Working Party Report following a meeting held on 21st September 2021

In attendance:

Trevor Leggo
Martin Beaton
Donald Mahon
Tony Nicklen
Anna Beams (note taker)

It was recommended that Terms of Reference are adopted as follows:

1. The role of the Working Party is to explore reasons for and propose solutions to the low level of applications received for clerk vacancies in town and parish councils.
2. It will draw on evidence from various sources both locally and nationally and compare the current position.
3. Consider local and national factors that might be seen to discourage applicants, e.g. reputation of a council.
4. Look at ways people become aware of vacancies and how this has changed in recent years, e.g. demise of local papers and readership.
5. Look at sources of potential candidates and raising awareness of the role.
6. Prepare an interim report for the WSALC Board for its meeting on 5th October.

Following a general discussion the following points were raised:

- It is understood that the national pay awards were linked to a Job Evaluation Scheme which is now out of date resulting in an inconsistency in pay levels.
- Although District and County Council staff are automatically enrolled on the Local Government Pension Scheme, parish and town councils have to apply to be admitted to the scheme. Being enrolled may encourage District or County level staff to apply for clerk vacancies.
- There appears to be both an issue with the recruitment of existing clerks and the recruitment of entry level candidates who have little or no knowledge of the role but who may have transferable skills or who are commencing their career.
- The retention of clerks is low in the sector.
- Some parish and town councils have reputational damage resulting in high staff turnover and a low number of applicants.
- There appears to be a lack of understanding of the role of a parish or town council, particularly in urban areas.

The Working Party recommends:

- NALC and the SLCC are encouraged to prioritise regenerating the Job Evaluation Scheme and reviewing pay grades and conditions, possibly linking them to District and County Council schemes.
- The County Council be approached regarding the Local Government Pension Scheme to suggest that WSALC parishes could be grouped together or WSALC could strike a deal with the County in order for parish and town councils to automatically qualify for the scheme.
- Research is carried out as to what practices councils have in place to encourage staff retention and what motivates a Clerk to remain in the role.
- Feedback is obtained from clerks in respect of the role and job satisfaction.
- WSALC consider taking ownership of exit interviews on behalf of Councils.
- The HR department of the District and County Councils are approached to investigate how they advertise and recruit staff and whether a joint approach could be taken by interlinking with their programme.
- Ways to attract candidates from outside the sector should be investigated and discussions held with the following groups:
 - Government Kick Start Scheme – the Government pays an employer to take on and train 16-24 year olds for a period of 6 months.

Appendix B

- The National Association of Retired Police Officers – ex Police Officers have valuable transferable skills and have previously been successfully recruited into local clerk roles.
- Farmers wives –some farmers are struggling and are looking for additional sources of income. As a high percentage of West Sussex is rural, it is an area worth exploring. There are publications specifically for the farming community such as Farmers Weekly.
- An article explaining the role of a clerk could be placed in publications such as Farmers Weekly mentioned above.
- Employment Services such as Job Centres can be used to advertise vacancies.
- The West Sussex Association allocate some of its budget to this project.
- The District Association should have a significant role in the project.
- Some elements of the project could be allocated to the District and County Councils who would also benefit from finding a solution to the recruitment and retention of staff.
- Other county associations within the SERCAF (South East Region County Association Forum) could benefit from taking part in the project and could share costs. It can be raised at SERCAF on 9th November.

ACTIONS:

- **Trevor Leggo** – contact the HR Directors of District and County Councils to discuss their current recruitment schemes.
- **Trevor Leggo** – Approach Steve Trice to discuss obtaining feedback from clerks.
- **Trevor Leggo** – obtain feedback from clerks at WSALC Clerks Forum (14th October) and SLCC Sussex Branch Meeting (21st October)
- **Trevor Leggo** – to include an item on the Agenda for a SERCAF meeting due to be held on 9th November in order to attract interest other counties in the region.

WSALC Limited – Management Accounts Reporting for the quarter to 30th September 2021.

Income

Subscription income is £79,184 of which £3,364.40 remains unpaid as at the management accounts date. The original budget was for £84,618; however, eight member councils decided not to renew their subscription. We remain hopeful that they will be persuaded to re-join in time to come

We are not anticipating any additional income to be booked for the remainder of the year, therefore our forecast is to end the year with £108,706 of income.

Expenditure

The costs incurred to date are £62,621 against a total year end budget of £108,093, we are currently forecasting a year-end expenditure total of £82,519. The reduction in costs being due to no planned expenditure on training or special projects, combined with a reduction in NALC costs due to a reduced membership.

Please note during the period £8,407 was spent on parish on-line for the benefit of all West Sussex Members and we are showing £1,570 of payments on behalf of the DALCS which will be reimbursed.

All costs are listed within this pack.

Bank & Cash Balances

At the 30th September 2021 there was £76,059 in the current account and £22 in the deposit account. It is anticipated the current account will reduce to circa £60k by the year end.

A copy of the bank statement is provided with this pack.

Year End Forecast

It is anticipated that there will be a surplus of £26,187 at the year-end date. This will be subject to change as the year progresses and depending also on board decisions re future spending.

Future Forecasts

Based on an annual 2% increase, the surplus would be circa £17k each year after allowing for £5k on special projects spending for the benefit of the membership.

I would therefore propose the following charges per elector

2021/22	£0.3061p per elector	
2022/23	£0.3122p per elector	{income circa £80.5k}
2023/24	£0.3185p per elector	{income circa £82.1k}
2024/24	£0.3248p per elector	{income circa £83.7k}

Time Spent

WSALC have contracted for Mulberry & Co to provide 15 hours per week (on average) service cover.

In the six-month period actual time spent was 403hrs. This equates to circa 5.5 hours per week. The data is taken from our time sheet records and is summarised in the table below.

Appendix C

Id	Name	Job	Time
ANNA	A Beams	GENERAL	238:18:00
ANNA	A Beams	ADMINISTRATION	154:00:00
MARK	M L Mulberry	GENERAL	11:05
			403:18:00

In addition to this time has also been spent on accounts/company secretarial and payroll

Id	Name	Job	Time
MARK	M L Mulberry	ACCOUNTS-2021-3	02:15
MARK	M L Mulberry	BOOKKEEPIN	04:20
MARK	M L Mulberry	MANACCS	03:00
ANNA	A Beams	BOOKKEEPIN	01:35
			11:10
NATALIE	N Groome	CO SEC YR	00:30
NICKY	N Mulberry	PAYMONTH	02:20

DRAFT

South Downs National Park report – 26th July 2021

Apologies for the lateness of this report; until Thursday I anticipated giving a verbal report. As you will no doubt anticipate there is a great deal happening behind the scenes, but here are some current issues. If you want to know more about the topics I have raised or any other aspect of the SDNP please let me know.

The government is moving forward with consideration of the 168 page 2019 Glover Report on the future Management of Nat Parks and AONBs, and this is taking up a lot of officer time. The changes could be quite noticeable, though the greater they turn out to be the greater the time scale until they can be implemented. Aspects of it are currently being debated by the House of Lords. The outcomes of this report could have wide ranging impacts on both Nat Park and AONB landscape designations, including improving and strengthening the status of AONBs. Section 62 of the Environment Act 1995 requires all local authorities, statutory undertakers and other public bodies to have regard to the 2 purposes of National Park designation. They are 'To Conserve and enhance the natural beauty, wildlife and cultural heritage of the NP', and 'To promote opportunities for the understanding and enjoyment of the special qualities of the NP by the public'.

There is strong indication that the Section 62 duty requirements on local authorities and others will be strengthened and extended to AONBs. If this happens it should provide much more legislative power to improve many habitats located within 80% of the land area of Chichester District. I would like to believe that it will, for example, put greater pressure on Southern Water Services, the Environment Agency and others involved concerning the pollution not just of the Lavant valley but also Chichester Harbour. A consultation on this document is due to be published quite soon; it would be well-worth all parishes giving it consideration - and not just out of curiosity, as 57 of the 67 parishes in Chi District are partially or wholly in one of the two protected landscape areas (Westbourne is in both) or are otherwise located close to them. Your comments could have an impact.

The SDNPA launched a 'Renaturing' project on 5th July, to create a further 13,000 hectares of woods, heaths, ponds and nature reserves within the SDNP, fundamentally to address the biodiversity crisis. This is most unlikely to be the Knepp Estate extreme version, with beavers rampant in every river valley, but noting the forthcoming changes to agricultural payments, based on good land management rather than food production, there is huge scope to make the necessary changes and improvements on a large scale. To do this, the SDNPA will work with all interested parties, and are aiming to raise £100m from a variety of sources over the next 10 years. The SDNP will continue to put a lot of effort into habitat enhancement and renewal.

The SDNPA purchased the Seven Sisters Country Park from ESCC on 15th July. Having been rather a Cinderella for East Sussex, it will now be fully staffed for 364 days a year. A £1.6m investment and improvement programme is being set in motion, not only at the visitor centre at Exceat but affecting the whole 280 hectare land-holding that not only includes Cuckmere Haven and the westernmost Seven Sister cliffs but rolling chalk grassland, numbers of farm cottages and 2 groups of hidden away large traditional farm buildings.

National Parks are the local planning authority for their areas. In most National Parks very little development takes place, but the SDNPA in terms of planning applications received is one of the largest planning authorities in the country. This includes Minerals and Waste matters. As you are probably aware the majority of SDNPA planning delivery in Chichester District is carried out via an agency agreement on behalf of the NPA by CDC. This arrangement comes up for renewal and renegotiation next year. The SDNPA is the only National Park that has been able to implement a Community Infrastructure Levy (CIL) system. Whilst the income raised is appreciable, parish councils and others have made funding requests from the National Parks central pot which add up to many dozens of times the available amount. Divvying up the money and handling any disappointment is a major challenge.

There is usually at least one major infrastructure project in the offing that the SDNPA has to give proper consideration to. This has included the Chichester and Arundel by-passes and Rampion 1 windfarm off Brighton. Currently consultation has just commenced on Rampion 2, which not only has a visual impact from many viewpoints but if the burying of the cabling to join the Dungeness to Exeter 400kv line is through the SDNP that could affect sensitive areas. Also, on the road front, the proposed major reconstruction of Junction 8 of the M3 (Winnall roundabout), is being given serious consideration as it has quite an impact on the SDNP north of Winchester.

The SDNP is well-aware that it is fortunate not to be under the planning development pressures that assails Chi District outside the protected landscapes. But this was the case when the South Downs was an AONB; MORE development is now taking place in the National Park than occurred when the area was an AONB.

Andrew Shaxson

Southern Water Feedback

Henfield Parish Council	<p>In Henfield we had some issues when the new Barratts estate was built in the west side of the village 2 years ago. There was a back up of sewage which resulted in raw sewage popping up in some residents gardens. Our Parish Council Works Officer team worked with residents to clear up a rather unpleasant mess.</p> <p>We reported the issue to Southern Water who whilst acknowledging the problem didn't really explain what had happened or what they were going to do about it. During our NHP work we have asked Southern Water about capacity issues at our sewerage treatment plant which was built when the village was much smaller but we are continually told there isn't a problem but they never really answer the question about what the capacity is.</p>
Birdham Parish Council	<p>Birdham PC does have a problem with sewerage, which could potentially be much bigger. Two recent developments have sewage coming up into the toilets and there is report of raw sewage overflow into the streets when flooding occurs.</p> <p>The Sidlesham wastewater plant is at capacity. Southern Water has been pumping raw sewage into Pagham Harbour for some considerable time. Natural England commented that there has been under investment in the sewerage system for the last 30 years since privatisation in 1991, and that sewage works storm discharges are an unacceptable situation. I am sure you will be aware of the Guardian article on it (attached).</p> <p>That's just a little bit of the plethora of information on this subject! Please let me know if you need any more</p>
Heyshott Parish Council	<p>We have an ongoing water leak near the Cobden Hall, Leggs Lane, Heyshott. Southern Water has been out numerous times and botched it. If you look at the road around the church corner, it is damaged from the water running across it from the leak.</p> <p>There is also another pipe leak in the field just behind Moor Farm, Heyshott GU29 0DP. Again this has been repaired many times and is sometimes hardly noticeable while other times is like a small waterfall.</p> <p>Any help we can get with this would be greatly appreciated. Maybe taking action as a group might be the way to go.</p>
Nuthurst Parish Council	<p>1) A resident in Pound Lane, Mannings Heath has foul sewage erupting from a manhole in their garden every time there is very heavy rain. The resident has complained many times to Southern Water but they have done nothing to solve the problem. So every time this happens the resident submits a claim for the cost of cleaning up and apparently Southern Water pay.</p> <p>2) The residents association in Monks Gate has informed the Parish Council that there is foul sewage flooding in Monks Gate, a small hamlet, when there is very heavy rain and again Southern Water has not taken any action to resolve the matter.</p>

Appendix E

	<p>I hope this information is helpful. I have also completed the form about Neighbourhood Plans on Survey Monkey which I also hope is helpful.</p>
Barnham & Eastergate Parish Council	<p>Southern Water - as a Parish with a Strategic Housing site the Chair of the BEW Advisory Group will be writing to Southern Water to complain about their lack of attendance at the Advisory Group.</p>
Hassocks Parish Council	<p>Further to your email below regarding Southern Water and waste water and sewage leakage, on a personal level myself and my neighbours in Hassocks have experienced exactly this during the recent periods of heavy rain. Waste water drains have lifted and sewage has run into our gardens, which are all bordered by a stream at the bottom, and the run off subsequently drains into the stream.</p> <p>Southern water have attended on several occasions to sanitise and have informed us that valves need to be fitted to prevent this happening. But we have not heard anything further.</p>

DRAFT

DRAFT