

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

www.steyningpc.gov.uk

www.thesteyningcentre.co.uk

Telephone: 01903 812042

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TO ALL MEMBERS OF STEYNING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL PARISH COUNCIL MEETING TO BE HELD ON
MONDAY 15th APRIL 2019 AT 7.30 PM IN THE STEYNING CENTRE

Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place. Any equipment used in the Steyning Centre and plugged into the main electrical supply must be PAT tested.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THE MEETING

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and consider apologies for absence.
- 2.0 DECLARATIONS OF INTEREST** – disclosure by councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence in respect of any item of business on the agenda, in accordance with Standing Orders. Please note that under new Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded in the minutes, which are made available to the public, and also note that other members of the public could be making audio recordings for their own purposes.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 18th February 2019 and on the 25th March 2019.
- 5.0 MATTERS ARISING AND ACTIONS** – to consider matters arising and actions from the Minutes of the previous meeting.
 - 5.1** FULL/18/154.3 Police station renovations – **Update from Clerk**
 - 5.2** FULL/18/154.4 SPC's involvement with Bramber PC's Neighbourhood plan discussions regarding proposed site at Clays Field - See Agenda item 7.3
 - 5.3** FULL/18/154.6 Possible Re-siting of ATM following Barclays Bank closure – See Agenda item 6.1
 - 5.4** FULL/18/154.9 Letter sent from 3 x Parish council Chairman regarding Council's feelings on Wardens work patterns - **Actioned**
 - 5.5** FULL/18/154.11 Clerk to chase External Auditor for update on progress of signing off on 2017/18 accounts – See Agenda item 6.4
 - 5.6** FULL/18/154.17 Clerk to convene working party to ensure Council respond to Quarry/Soft Sands consultation - **Actioned**

- 5.7 FULL/18/157.1 Article 4 working party to construct a statement by way of a response to Horsham DC and distribute to all – Update from Cllr Muncey
- 5.8 FULL/18/159.5 Cllr Bowell to report to next meeting regarding last Joint parishes Cemetery Committee Meeting dated 11th February - See Agenda item 10.5
- 5.9 FULL/18/159.7 Most recent HALC, SALC and NALC minutes - Clerk to ensure distributed - **Actioned**
- 5.10 FULL/18/160.2 Deferred adoption of Amenities Committee minutes – See Agenda item 11.2
- 5.11 FULL/18/161.1 Horsham Matters terminating contract to run Youth service provision in Steyning, Upper Beeding and Bramber – Clerk to action alternative arrangements ASAP - **Actioned**
- 5.12 FULL/18/162.2 Clerk to set up working party to devise and approve promotional leaflet for Steyning wide distribution - **Actioned**
- 5.13 FULL/18/163.1 Clerk to inform Steyning and District partnership as to the Council’s decision to not fund a new ‘Noggin’ in Steyning High street - **Actioned**
- 5.14 FULL/18/164.1 Clerk to respond to Waldon telecom correspondence - **Actioned**
- 5.15 FULL/18/169.2 Clerk to appoint ‘Sussex clubs for Young people’ as the new Youth Service providers - **Actioned**
- 5.16 FULL/18/170.1 Council postpones acceptance of new Wardens contract and asks Clerk to obtain an updated contract which deals with the fact that there is no MOU between the three Parishes – **Actioned** – See also Agenda item 8.2
- 5.17 FULL/18/170.2 Clerk seeks extension to the existing contract whilst negotiations are taking place - **Actioned**

6.0 FINANCIAL MATTERS

- 6.1 To discuss and agree a preferred location for a possible ATM relocation following the closure of the Steyning Branch of the Barclays Bank – Cllr Bowell and Clerk to report – (Supporting Papers)
- 6.2 To approve the recommendation from F&GP to amend the SPC financial regulations – (Supporting papers)
- 6.3 To approve the recommendation from F&GP to set aside Earmarked reserves to cover the projects as per detailed within supporting papers (See Supporting papers)
- 6.4 Report from the Clerk on External Auditors progress with signing off 2017/18 Accounts

7.0 NEIGHBOURHOOD PLAN UPDATE

- 7.1 **Neighbourhood Plan steering committee** - To receive and adopt the minutes of the meetings held on the 20th November ‘18, and on the 13th December ‘18 and on the 7th February ‘19 and on the 27th March ‘19 – (supporting papers)
- 7.2 To discuss and agree the change of Neighbourhood planning consultant to the SPC NP Steering committee - (supporting papers)
- 7.3 Report from the Steyning Neighbourhood Steering committee representative

8.0 NEIGHBOURHOOD WARDENS

- 8.1 Neighbourhood Wardens report – (See supporting papers)
- 8.2 To discuss and agree new Neighbourhood Warden contract and MOU (Supporting Papers)

9.0 JOINT PARISH YOUTH COMMITTEE AND YOUTH SERVICE PROVISION

- 9.1 Update from Cllr Muggridge

10.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 10.1 Cllr Lloyd – (HDC) update
- 10.2 Cllr Willett – (HDC) update
- 10.3 Cllr Barling – (WSCC) update
- 10.4 Cllr Toomey – (LAT) update
- 10.5 Cllr Hanson/ Cllr Bowell – Jnt. Parishes Cemetery Committee update
- 10.6 Cllr Willett – SDNP update
- 10.7 Cllr Lloyd, Cllr Willett – (HALC/ SALC/NALC) update
- 10.8 Cllr Toomey – Isolation and loneliness update

- 10.9** Cllr Northam – PPG update
- 10.10** Cllr S. Sullivan – SCO update
- 11.0** **COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS** – (See supporting papers)
- 11.1** **Planning Committee** – To receive and adopt the minutes of the meetings held on the 25th February 2019 and the 25th March 2019.
- 11.2** **Amenities Committee** – To receive and adopt the minutes of the meetings held on the 29th January and the 5th February 2019 and the 26th February 2019 and the 26th March 2019.
- 11.3** **Premises committee** – To receive and adopt the minutes of the meetings held on the 5th March 2019 and the 2nd April 2019.
- 11.4** **Finance and General Purposes Committee** – To receive and adopt the minutes of the meetings held on the 12th February 2019 and the 12th March 2019.
- 12.0** **CORRESPONDENCE AND INFORMATION ITEMS**
- 12.1** None
- 13.0** **CHAIRMANS CLOSING STATEMENT**
- 14.0** **DATE OF NEXT MEETING: 13th MAY 2019 at 7.30pm**

John Fullbrook
Clerk to the Council