# Steyning Parish Council

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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 17th DECEMBER 2018 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 pace. 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** **CHAIRMAN'S ANOUNCEMENTS**

**4.1** Response to Question from member of the public and response to Cllr statement from previous Full Council meeting

**5.0** **ELECTION OF VICE-CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR 2018/19**

**5.1** To receive nominations for the position of Vice Chairman of the Council

**6.0** **MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 19th November 2018.

**7.0** **MATTERS ARISING AND ACTIONS –** to consider matters arising and actions from the Minutes of the previous meeting.

**7.1** FULL/18/94.1.3 Clerk or Chair of Council to ensure question from the floor is responded to by next Full Council meeting – See Agenda item 4.1

**7.2** FULL/18/113.3 Forming a working party for 'Raising the profile of the Council' meeting – Update from Clerk

**7.3** FULL/18/114.1 To receive and adopt deferred minutes from NP Steering committee held on 29th October 2018 – See Agenda item 8.2

**7.4** FULL/18/116.1 Cllr Muggridge to present proposals to cover all items relating to JPYC - See Agenda item 13.2

**7.5** FULL/18/118.4.2 To receive and adopt deferred minutes from F&GP committee held on 30th October 2018 - See Agenda item 12.4.2

**7.6** FULL/18/119.1 Appointment of Vice Chairman required – See Agenda item 5.1

**7.7** FULL/18/121.1 Clerk to enquire how much Police station renovations are costing and how the front desk facility/service is being improved – update from Clerk

**7.8** FULL/18/121.2 Year of Culture event to be discussed at Premises committee - **Actioned**

**8.0 NEIGHBOURHOOD PLAN UPDATE**

**8.1** Report from the Steyning Neighbourhood Steering committee

**8.2** To receive and adopt the minutes of the NP Steering committee meeting held on the 29th October 2018 (Supporting papers)

**9.0 NEIGHBOURHOOD WARDENS' REPORT**

**9.1** Neighbourhood Wardens report – (See supporting papers)

**10.0 STEYNING 10:10**

**10.1** A short presentation from Mr. Geoff Barnard on the possibility of Steyning becoming a plastic free community (Supporting papers)

**11.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**

**11.1** Cllr Lloyd – (HDC) update

**11.2** Cllr Willett – (HDC) update

**11.3** Cllr Barling – (WSCC) update

**11.4** Cllr Toomey **–** (LAT) update

**11.5** Cllr Bowell / Cllr Hanson – Jnt. Parishes Cemetery Committee update

**11.6** Cllr Willett – SDNP update

**11.7** Cllr Lloyd, Cllr Willett – (HALC/ SALC/NALC) update

**11.8** Cllr Toomey – Isolation and loneliness update

**11.9** Cllr Northam – PPG update

**11.10** Cllr S. Sullivan – SCO update

**12.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS –** (See supporting papers)

**12.1 Planning Committee** – to receive and adopt the minutes of the meeting held on the 26th November 2018 To include update on progress with Article 4 (supporting paper)

**12.2 Amenities Committee** – to receive and adopt the minutes of the meetings held on the 27th November 2018

**12.3 Premises committee** – to receive and adopt the minutes of the meeting held on the 4th December 2018

**12.4.1 Finance and General Purposes Committee** – to receive and adopt the minutes of the meeting held on the 13th November 2018

**12.4.2 Finance and General Purposes Committee** – to receive and adopt the minutes of the meeting held on the 30th October 2018

**13.0 JOINT PARISH YOUTH COMMITTEE**

**13.1** Update from by Cllr Muggridge.

**13.2** To discuss, agree and approve the increased financial commitment, amended MOU and amended contract details with Horsham matters as discussed at F&GP committee 11th December 2018 (supporting papers)

**14.0 NEIGHBOURHOOD WARDENS**

**14.1** To discuss and agree current work pattern of Neighbourhood Wardens (Supporting papers)

**15.0 FINANCIAL MATTERS** (supporting papers)

**15.1** To discuss and agree first draft of the Councils consolidated 2019/20 Budget

**15.2** To approve the request from Amenities committee via sanction at F&GP committee for Council to fund development for a new Playground facility at Fletchers Croft


Parish Clerk: John Fullbrook Email: clerk@steyningpc.gov.uk
Deputy Clerk: Hazel Roxby Email: hazel@steyningpc.gov.uk

**16.0 AUDIT REPORTS**

**16.1** To discuss and accept internal Audit report (Supporting papers)

**16.2** External Audit report – Update from Clerk

**17.0 CORRESPONDENCE AND INFORMATION ITEMS**

**17.1** Closure of Steyning Barclays Bank – For Information (supporting paper)

**18.0 DATE OF NEXT MEETING: 21st JANUARY 2018 at 7.30pm**

**John Fullbrook**
**Clerk to the Council**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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