

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 19th NOVEMBER 2018 AT 7.30PM

IN THE STEYNING CENTRE

Present: Cllrs Willett, Hanson, Picking, Bowell, G Sullivan, S Sullivan, Muggridge, Muncey, Northam, Goldsmith and Lloyd.

Clerk: John Fullbrook

Members of the Public: 14 {Also present; WSCC Cllr Barling}

Meeting commenced 7.30 pm

DRAFT MINUTES

FULL/18/108	APOLOGIES	ACTIONS
108.1	Apologies were received from Cllrs Pearcey, Syred, Trundle and Toomey	
FULL/18/109	DECLARATIONS OF INTEREST AND DISPENSATIONS	
109.1	There were declarations of interest from Cllrs S. and G Sullivan as they live adjacent the MPF and serve on the committee of the Steyning Community Orchard. Cllr Bowell declared he was a member of the Steyning Festival committee.	
FULL/18/110	CHAIRMAN'S ANNOUNCEMENTS	
110.1.1	Millennium awards – The Council have made their choices from a large group of worthy nominations.	
110.1.2	The Chairman had hoped to answer questions raised at last Full Council with the help of Cllr Goldsmith but until the commencement of this meeting there was nothing to report. Cllr Goldsmith had distributed a statement prior to this meeting to all those present which he suggested would explain his position but did not want to speak in summary of its contents or in fact to answer the questions previously raised. The Chairman apologised on his behalf, and on behalf of the Council, to the resident who was in attendance and he will make another attempt to answer at next Full Council.	Cllr Lloyd / Cllr Goldsmith
FULL/18/111	QUESTIONS FROM THE FLOOR	
111.1.1	<i>Trevor Cree – The Neighbourhood plan budget for 2018/19 – Mr Cree's statement spoke of the 15th January 2018 Full Council meeting where he suggested there was improper process and maladministration because he believed the Neighbourhood plan budget figure of £16,400 was inserted into the Budget without the full knowledge of the Council.</i>	



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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FULL/18/112 MINUTES OF PREVIOUS MINUTES

- 112.1** Cllr Lloyd **Proposed**, Cllr Muggridge **seconded** the minutes of the meeting held on the 15th October 2018 be agreed as a true and accurate record of proceedings. **Agreed - 10 For, 1 Abstain (RG)**

FULL/18/113 MINUTES ARISING AND ACTIONS

- 113.1** FULL/18/94.1.3 - Clerk or Chair of Council to ensure question from the floor is responded to by next Full Council meeting – Attempted to deal with this under Chairman’s announcements, see item 110.1.2
- 113.2** FULL/18/96.1 - Clerk to place SPC Neighbourhood plan progress report on website - **Actioned**
- 113.3** FULL/18/96.7 - Forming a working party for ‘Raising the profile of the Council’ meeting – The Clerk sent around an email to all Councillors, suggesting a date and time and requested that Councillors let him know if they would be able to attend. **CLERK**
- 113.4** FULL/18/97.2 - Clerk to ensure second ‘call for sites’ banner erected as soon as possible - **Actioned**
- 113.5** FULL/18/97.4 - F&GP EOM organised with delegated authority to appoint Neighbourhood plan consultants provided terms and conditions of contract were agreeable - **Actioned**
- 113.6** FULL/18/100.1 - Clerk to advise Cllr Syred of successful application for Leave of absence – **Actioned**
- 113.7** FULL/18/105.1 - Clerk to present contract to member of staff for signing, and agreement - **Actioned**
- FULL/18/114 NEIGHBOURHOOD PLAN UPDATE**
- 114.1** **Neighbourhood plan steering committee** – To receive and adopt the minutes of the meeting held on the 29th October 2018 was deferred until next meeting. **Agreed** **CLERK**
- 114.2** Russell Barnes, Chairman of SPC Neighbourhood plan steering committee reported on recent progress made, including delayed movement within the housing needs assessment with more technical support being required from Aecom and HDC; in terms of public engagement and in an attempt to appeal to a younger demographic, a recent school event went very well; the survey is due to end on the 25th November; Vision statement due to be completed; and Enplan have been instructed and will present to the group then a public presentation in due course.
- FULL/18/115 NEIGHBOURHOOD WARDENS’ REPORT**
- 115.1** The Chairman read out the report for the last month in the absence of the Wardens **(Full report is available on the web site)**
- FULL/18/116 JOINT PARISH YOUTH COMMITTEE**
- 116.1** Cllr Muggridge reported that the latest JPYC meeting had finished immediately prior to this meeting and pointed out the quarterly report was available both in hard copy (tabled) and will be posted on the SPC website, and that in summary the Youth sessions were functioning very well. He also reported the following points - There is no need to renegotiate the contract this year as the current one runs until April 2020; JPYC has on **Cllr Muggridge**

behalf of Council agreed in principle to an increase of three hours per week by Horsham Matters staff due to voluntary cover no longer being available for one session; the JPYC have agreed in principle to cover the additional costs therefore incurred and to continue with Horsham Matters as a service provider for next year. Cllr Muggridge said that he would present proper proposals to cover all these points at next Full Council

FULL/18/117 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS

117.1 Cllr Lloyd / Cllr Willett report from HDC – Horsham District Council Chief executive will be visiting all the wards within the Horsham district area including Steyning in the next few days

117.2 Cllr Barling reported from WSCC.

117.2.1 Pavement on Horsham road leading from Swimming pool to Town centre to be dealt with by contractors with spades so that detritus is removed from road side to reinstate original width of Highway.

117.2.2 Bus stop issue – Solution has been found to avoid major movement of the Bus stop along the High street. Highway officers have agreed to extend the Bus stop ‘bay’ by 6 meters to the North to avoid Buses having to approach and leave the parking ‘bay’ at an angle which has in the past led to the large hanging sign being knocked off its post with the obvious risk to health and safety that entails. Thanks to Cllr Muggridge and residents who helped in securing a solution.

117.2.3 Bushes growing in ditches by the Cannons way junction – Cllr Barling will be meeting Highways engineers to discuss the implications of their possible removal

117.2.4 Community Highways schemes – There is a meeting at Pulborough on the 21st November which is likely to be very important in terms of moving the many schemes forward.

117.3 Cllr Toomey reported from LAT (Local Action Team)
Nothing to report

117.4 Cllr Bowell /Cllr Hanson reported from the Jnt. Parishes cemetery committee
There has been a meeting but there is nothing significant to report. Numbers of burials this year to September already more than the whole of last year and that year was a record high. As Council is aware, space is running out so the issue grows in importance

117.5 Cllr Willett reported from SDNP
Very good SDNP web site available and Cllr Willett urges all to view. 3 Hours Planning workshop is available on the 29th November for members and Clerks

117.6 Cllr Lloyd and Cllr Willett reported from HALC, SALC and NALC
There was a meeting of HALC and Cllr Lloyd will be sending those minutes out to all.

117.7 Cllr Toomey – Isolation and loneliness update
Nothing to report

117.8 Cllr Northam PPG Update
Dementia friendly training opportunities are coming up and Steyning Centre staff have already availed themselves of this very good session. There is an AGM on the 20th November. Cllr Northam to catch up with the PPG representative before the next meeting.

- 117.9** Cllr S Sullivan – **SCO update** – Orchard group continues to be very well supported – There are 22 trees on order for residents. The next major event will be on the 19th January with more details to follow.
- FULL/18/118 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS**
- 118.1.1** **Planning Committee** –Cllr Muggridge **proposed, seconded** by Cllr Hanson, to receive and adopt the minutes of the meeting held on the 22nd October 2018. **Agreed – 8 For, 3 Abstentions**
- 118.1.2** **Planning Committee** –Cllr Muggridge **proposed, seconded** by Cllr Hanson, to receive and adopt the minutes of the meeting held on the 12th November 2018.**Agreed– 8 For, 3 Abstentions**
- 118.2** **Amenities Committee** –Cllr Howell **proposed, seconded** by Cllr Muncey, to receive and adopt the minutes of the meeting held on the 23rd October 2018.**Agreed– 8 For, 3 Abstentions**
- 118.3** **Premises Committee** – Cllr Northam **proposed, seconded** by Cllr Hanson, to receive and adopt the minutes of the meeting held on the 6th November 2018. **Agreed– 8 For, 3 Abstentions**
- 118.4.1** **Finance and General Purposes committee** – To receive and adopt the minutes of the meeting held on the 9th October 2018. Cllr Howell **proposed, seconded** by Cllr Lloyd **Agreed 10 For, 1 Abstention**
- 118.4.2** **Finance and General Purposes committee** – To receive and adopt the minutes of the meeting held on the 30th October 2018. This item being deferred until the next meeting. **CLERK**
- FULL/18/119 WORKING PARTY RECOMMENDATIONS**
- 119.1** The Clerk and Cllr Lloyd received notification of a leave of absence request from Cllr Pearcey. The Personnel committee convened and agreed to the request and it was brought before Full Council to seek approval. Next meeting there needs to be an appointment of a Council Vice Chairman. Cllr Lloyd **proposed, seconded** by Cllr Northam to approve the recommendations of the working party to agree to Cllr Pearcey’s leave of absence. **Agreed** **CLERK**
- FULL/18/120 RELOCATION OF THE EXISTING BUS STOP IN THE HIGH STREET FROM OUTSIDE COBBLESTONES TO THE NEW POSITION**
- 120.1.1** Cllr Goldsmith **proposed, seconded** by Cllr S.Sullivan that Steyning Parish Council will work with traders and other interested parties to seek an alternative solution for the re-siting of the High Street bus stop and will ask WSCC to put further work on hold until proposals can be formulated.
- 120.1.2** Cllr Northam proposed an amendment following the fact that the situation had moved on via Cllr Barling’s and others input but councillors thanked Cllr Goldsmith for his work.
- 120.1.3** Cllr Northam **proposed, seconded** by Cllr Muggridge that this Council supports the work done by West Sussex County Council in association with local traders led by Cllr Barling, and that SPC will continue to monitor with Cllr Barling this work which is ongoing through West Sussex CC. **Agreed 10 For, 1 Against**

121.1

CLERK

121.2

CLERK

121.3

There was also correspondence from a local resident regarding lack of minutes from the NP Steering committee and the clerking of these sessions being an issue generally. **This is being actioned already.** There were also questions relating to housing numbers for Steyning, however the Chairman urged residents to allow the Neighbourhood plan Steering Committee to carry on with the excellent work being achieved thus far and that residents wait for the public meetings to be held so that this can be discussed properly at that time.

FULL/18/122

DATE OF NEXT MEETING – 17th December 2018

Meeting closed at 8.48 pm

Signed **Date 17th December 2018**

Chairman