

# Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
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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 18<sup>th</sup> FEBRUARY 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 CHAIRMAN'S ANOUNCEMENTS**
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 17<sup>th</sup> December 2018 and on the 30<sup>th</sup> January 2019.
- 6.0 MATTERS ARISING AND ACTIONS** – to consider matters arising and actions from the Minutes of the previous meeting.
  - 6.1** FULL/18/125.3 Cllr Goldsmith's statement and Cllr Lloyds response attached with minutes of December Full Council meeting on web site - **Actioned**
  - 6.2** FULL/18/129.2 Clerk to arrange working party meeting to cover 'Raising the profile of the Council' and to arrange distribution of initial promotion - **Actioned**
  - 6.3** FULL/18/129.7 Police station renovations – **Update from Clerk**
  - 6.4** FULL/18/130.7 Were SPC to be involved if at all with Bramber PC's Neighbourhood plan discussions regarding proposed site at Clays Field – **Update from Clerk**
  - 6.5** FULL/18/133.1 Christmas Bin emptying details to go on Web site - **Actioned**
  - 6.6** FULL/18/133.2.2 Barclays Bank closure – **Update from Cllr Lloyd / Clerk**



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Deputy Clerk: Hazel Roxby

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- 6.7 FULL/18/134.1.3 Article 4 – Cllr Muncey to form Working party – **Actioned** - See Agenda item 9.1
- 6.8 FULL/18/135.1 Clerk to update Youth service MOU and Contract and distribute – **Actioned**
- 6.9 FULL/18/136.1 Clerk and Cllr Lloyd to take back Council’s feelings in regard to Wardens work patterns to Steering committee – **Ongoing.**
- 6.10 FULL/18/137.1 Clerk and Cllr Lloyd to meet with NP chair to discuss 2019/20 budget requirements and for Clerk to arrange working party to make budget recommendations in New Year - **Actioned**
- 6.11 FULL/18/138.2.2 Clerk to chase response from external auditors – **Ongoing**
- 6.12 FULL/18/139.2 Memorial for George Cockman – Clerk to ensure discussed at F&GP and then at next Full Council – **Actioned**
- 6.13 FULL/18/143.1.2 Chair to make written reply to Question from the floor – **Cllr Lloyd to update**
- 6.14 FULL/18/144.1 Clerk to send off Precept request approved by Council – **Actioned**
- 6.15 FULL/18/144.2 Cllr Goldsmith/Clerk to proceed with Article 4 leaflet distribution – **Actioned**
- 6.16 FULL/18/144.4 Clerk to respond to the grant applications which had been discussed and to move forward with joint approach to ‘welcome sign’ installation - **Actioned**
- 6.17 FULL/18/145.1 SPC put together a joint working party to revisit and modify objections in regard to Soft sands review of the West Sussex Joint Minerals local Plan – See agenda item 10.1
- 6.18 FULL/18/146.1 Meeting dates agreed for next 14 months – Clerk to amend and distribute – **Actioned**

## 7.0 NEIGHBOURHOOD PLAN UPDATE

- 7.1 **Neighbourhood Plan steering committee** - To receive and adopt the minutes of the meeting held on the 20<sup>th</sup> November 2018 – (supporting paper)
- 7.2 Report from the Steyning Neighbourhood Steering committee representative including initial feedback on Leaflet distribution.

## 8.0 NEIGHBOURHOOD WARDENS’ REPORT

- 8.1 Neighbourhood Wardens report – (See supporting papers)
- 8.2 Neighbourhood Wardens steering committee update – Cllr Hanson (supporting papers)

## 9.0 ARTICLE 4

- 9.1 Article 4 update by representative Cllrs and to discuss and agree any subsequent actions. Supporting paper shows letter that had been distributed to enable Q&A public consultation, held at 6.30 pm on the 18<sup>th</sup> Feb.

## 10.0 QUARRY UPDATE

- 10.1 Cllr D. Barling to update on latest ‘Soft Sands’ developments and proposed meeting

## 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 Hanson/ Cllr Bowell – 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 meetings held on the 18<sup>th</sup> December 2018 and the 28<sup>th</sup> January 2019.
- 12.2 Amenities Committee** – To receive and adopt the minutes of the meetings held on the 29<sup>th</sup> January and the 5<sup>th</sup> February 2019.
- 12.3 Premises committee** – To receive and adopt the minutes of the meetings held on the 8<sup>th</sup> January 2019 and the 5<sup>th</sup> February 2019.
- 12.4 Finance and General Purposes Committee** – To receive and adopt the minutes of the meetings held on the 11<sup>th</sup> December 2018 and the 15<sup>th</sup> January 2019.
- 13.0 JOINT PARISH YOUTH COMMITTEE**
- 13.1** Update from Clerk (Supporting papers)
- 14.0 RAISING THE PROFILE OF THE COUNCIL**
- 14.1** Report from Cllr Lloyd and the Clerk following recent working party meeting. To discuss and agree any subsequent actions as proposed by Full Council
- 15.0 HIGH STREET VISITOR FOOTFALL INFORMATION**
- 15.1** To discuss and agree the renewal of the ‘Noggin’ installation – (Supporting paper)
- 16.0 CORRESPONDENCE AND INFORMATION ITEMS**
- 16.1** Waldon telecom Ltd correspondence – To discuss and agree any actions required (Supporting paper)
- 16.2** Information from Horsham DC concerning the Parish Council elections (Supporting paper)
- 16.3** Steyning Bridleway No 3182 temporary closure notice (Supporting paper)
- 17.0 DATE OF NEXT MEETING: 18<sup>th</sup> MARCH 2019 at 7.30pm**

**John Fullbrook**  
Clerk to the Council