

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 17th JUNE 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 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 13th May 19 and on the 3rd June 2019.
- 6.0 MATTERS ARISING AND ACTIONS** – to consider matters arising and actions from the Minutes of the previous meeting.
 - 6.1** FULL/18/177.2 Confirmation from Enplan that change of planning consultant details acceptable to them
- **Actioned**
 - 6.2** FULL/18/178.1 Police station renovations – Update from Clerk
 - 6.3** FULL/18/178.2 Meeting to take place between Chair of Bramber PC and Chair of SPC NP Steering committee re Clays field to update – (Supporting paper) update from Cllr Goldsmith
 - 6.4** FULL/18/178.7 Article 4 working party update – Cllr Goldsmith
 - 6.5** FULL/18/179.1.2 Possible ATM installation on the Steyning High street – See Agenda item 16.1
 - 6.6** FULL/18/179.5 External Auditors progress with signing off 2017/18 Accounts – update from Clerk
 - 6.7** FULL/18/180.2 Neighbourhood Wardens contract and new MOU – update from Clerk



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
Email: hazel@steyningpc.gov.uk

- 6.8 FULL/19/5.1 Statements to be loaded onto Web site attached to minutes - **Actioned**
- 6.9 FULL/19/11.1 Working party to be convened to discuss at greater length any amendments to Policies - Ongoing
- 6.10 FULL/19/12.1 Chair and Clerk to reassign in a way that is acceptable to all committee memberships - Ongoing
- 6.11 FULL/19/15.1 Asset and Land register adoption deferred - Ongoing
- 6.12 FULL/19/13.1 Committee Terms of reference to be reviewed by Working practices group - Ongoing
- 6.13 FULL/19/23.1 Steyning Parish Council Policies that were adopted en bloc to be reviewed by the Working practices Group - Ongoing
- 6.14 FULL/19/24.1 & 24.10 Cllr Representation to be completed on SCO and Joint Parishes Cemetery committee – See Agenda item 13.
- 6.15 FULL/19/26.1 SPC Insurance cover to be considered at F&GP committee - **Actioned**
- 6.16 FULL/19/29.1 ‘Respect and remember’ correspondence – update from Cllr Hanson
- 6.17 FULL/19/29.2 Possible assistance for ‘Vintage Years’ group following correspondence – **Actioned**

7.0 NEIGHBOURHOOD PLAN UPDATE

- 7.1 To review the draft minutes from the two recent public open sessions, and to discuss issues raised by the correspondence received from the SPC Neighbourhood plan consultants (supporting papers)
- 7.2 In view of the issues raised at the Full Council EOM on Monday 3rd June, to discuss and agree the way forward with the Neighbourhood plan.
- 7.3 Although the skatepark comes into the Neighbourhood plan, to discuss and agree the way forward to provide a skate park for the youth of Steyning.

8.0 NEIGHBOURHOOD WARDENS’ REPORT

- 8.1 Neighbourhood Wardens report – (See supporting papers)

9.0 REPORT FROM COUNTY COUNCILLOR

- 9.1 Cllr David Barling– (WSCC) update

10.0 JOINT PARISH YOUTH COMMITTEE

- 10.1 Update from Clerk

11.0 COUNCIL MEETING DATES

- 11.1 To Confirm all Councillors are aware and agree to the Full Council and Committee meeting dates as per previously agreed (Supporting papers)

12.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 12.1 Cllr Tim Lloyd – (HDC) update
- 12.2 Cllr Bob Platt – (HDC) update
- 12.3 Cllr Rodney Goldsmith – (LAT) update
- 12.4 Cllr Michael Bissett-Powell – SDNP update
- 12.5 Cllr Rodney Goldsmith – (HALC/ SALC/NALC) update
- 12.6 Cllr Chris Young – Isolation and Loneliness / PPG update
- 12.7 Cllrs Liz Trundle and/or Georgia Saunders – ‘Steyning Greening’ group update

13.0 REVIEW AND CONFIRM REPRESENTATIONS ON OUTSIDE BODIES/GROUPS

- 13.1 Joint Parishes Cemetery committee – Two Reps.
- 13.2 Steyning Community Orchard – One rep.

- 14.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS – (See supporting papers)**
- 14.1 Planning Committee** – To receive and adopt the minutes of the meetings held on the 29th April 2019 and the 20th May 2019.
- 14.2 Amenities Committee** – To receive and adopt the minutes of the meetings held on the 23rd April and the 28th May 2019.
- 14.3 Premises committee** – To receive and adopt the minutes of the meetings held on the 4th June 2019.
- 14.4 Finance and General Purposes Committee** – To receive and adopt the minutes of the meetings held on the 9th April 2019.
- 15.0 TO REVIEW AND CONFIRM REMAINING COMMITTEE VICE CHAIR POSITIONS**
- 15.1** To discuss and agree to appoint Vacant Vice Chair positions in F&GP and Planning.
- 16.0 ATM INSTALLATION**
- 16.1** To discuss and agree questions to be posed to the Bank/s in regard to costs associated with possible ATM relocation, including installation and running costs – update from Cllr Goldsmith (Supporting papers)
- 17.0 CORRESPONDENCE AND INFORMATION ITEMS**
- 17.1** None at time of publication
- 18.0 DATE OF NEXT MEETING: 15th July 2019 at 7.30pm**

John Fullbrook
Clerk to the Council