

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 19TH February 2018 AT 7.30PM
IN THE STEYNING CENTRE

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

Clerk: John Fullbrook

Members of the Public: {including WSCC Cllr Barling} 5

Meeting commenced: 7:32 pm

DRAFT MINUTES

ACTION

FULL/17/175 **APOLOGIES**
175.1 Apologies were received from Cllr Toomey and Cllr Muncey. Cllr Northam had stated he will be arriving later on; therefore Cllr Bowell took the chair in his absence.

FULL/17/176 **DECLARATIONS OF INTEREST AND DISPENSATIONS**
176.1 There were declarations of interest from Cllr S Sullivan – being a member of the Steyning Community Orchard group and living adjacent memorial playing fields. Cllr Goldsmith declared interest in Agenda Items 18 and 19.

FULL/17/177 **QUESTIONS FROM THE FLOOR**
177.1.1 **Statement** From Ms J – *As a proposed member within the Steyning Neighbourhood planning steering group, she is concerned that the group is very male centric and wondered if this was due to some of the qualifying criteria set out within the selection process focusing on Male dominated jobs.*
Q – *Do you believe that this group is now representative of the of the Steyning community.*
177.1.2 **A –** *Cllr Trundle replied that the interview process was rigorous, and Cllr Willett added that the Steering Group chairman should respond to this question when she has returned from vacation*

177.2 **Statement from Mr C** - *It is extremely concerning that the Questions and Answers under Item 10.1 still persist with the untrue statement that residents distributed misinformation about the now defunct SWAB Neighbourhood Plan. Nearly one year ago on the 20 March 2017 Councillor Northam questioned my integrity when he accused me in public of the constant spread of misinformation which was not only untrue but defamatory. On the 21 April 2017 Mr Alasdair Cook, of the SPC insurer Aviva, wrote to me to state that "I can advise that, despite the disagreement between you, Councillor Northam is prepared to come to an amicable*



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solution to put this matter to rest for the benefit of all concerned. He therefore proposes to offer you an apology and retract his statement". To date I have not received that apology or retraction. Nevertheless there was hope that in 2018 a new era of cooperation, openness and transparency could begin with the implementation of the Steyning Neighbourhood Plan. Councillors Muncey and Trundle, with the independent help of Mr Bob Carnie, selected eight very well qualified members of the Steering Group. They knew full well the implications of their choices when they made their recommendations on the 15th January 2018. If the SPC councillors now reject any of those carefully considered recommendations it will be an insult not only to Councillor Trundle and Mr Carnie but in particular to Councillor Muncey. Hopefully common sense will prevail and everyone can get on with producing a first class neighbourhood plan.

FULL/17/178

178.1

MINUTES OF PREVIOUS MINUTES

Cllr Bowell **Proposed**, Cllr Lloyd **seconded** the minutes of the meeting held on the 15th January 2018 be agreed as a true and accurate record of proceedings. **Agreed**

FULL/17/179

179.1

MINUTES ARISING AND ACTIONS

FULL/17/160.1 – Briefing note re the membership of the Jnt. Cemetery committee – Cllr Bowell said he would update this under item 182.4.2

179.2

FULL/17/160.2 – Neighbourhood Wardens scheme incentives – The Clerk was tasked with finding out roughly how much of a financial incentive had been given to Steyning PC over the years. He reported that HDC funding for Steyning had amounted to approx. £37,500 over the first 9 year period (up to 2011) plus assistance with vehicle lease/purchase and a base for the wardens, which is more than equitable with that which is on offer for new warden Parish Council start-up schemes currently.

179.3

FULL/17/164.1 – Quarry schedule of modifications – Clerk and Cllr Syred to ensure Council is consulted for future soft sands policy - Actioned.

179.4

FULL/17/167.1 – West Sussex rights of way Management plan consultation response – Actioned

179.5

FULL/17/168.1 – Budget for year 2018/19 Precept request sent to HDC – Clerk Actioned

179.6

FULL/17/171.1 – Confidentiality of Email correspondence - See under agenda item 18.1

179.7

FULL/17/172.1 – Harassment of member of staff – F&GP to set up sub-committee to investigate – Actioned – see also item 188.1

179.8

FULL/17/173.1 – Councillors behaviour – deferred item see Agenda item 19.1

FULL/17/180

180.1

NEIGHBOURHOOD WARDENS' REPORT

Cllr Hanson reported that she was the representative at the newly reformed Neighbourhood wardens steering group and it was proposed for a trial period for the Wardens to attend one Steyning Parish Council meeting every three months, each of the other two months they would attend the other two Parish meetings at Bramber and Upper Beeding and this it was felt would be a better use of their time. The monthly reports would then still be produced and circulated and if necessary read out by the representative councillor. It was suggested in response to this that proportionally Steyning should be given more representative time at meetings by the Wardens, as Steyning proportionally pays more than 50% of the fees from the 3 Councils. Cllr Hanson to take this back to the Steering group. – (Report available on the web site)

**Cllr
Hanson**

FULL/17/181 JOINT PARISH YOUTH COMMITTEE

181.1

Cllr Syred reported from the last meeting that there had been some financial challenges at Horsham matters and that their CEO had resigned, with a new CEO being appointed shortly. The meetings are to be better publicised – on web sites and notice boards of all parishes. Training costs are due to be clarified for the next meeting.

FULL/17/182 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS

182.1

Cllr Lloyd update from HDC – Roll out of Waste /recycling programme has appeared to have gone very well – with Cllr Lloyd responding to some queries from residents. Also the Budget is due to be out next Wednesday 28th and Cllr Willett reported he had nothing to add.

182.2.1

Cllr Barling reported from WSCC. – There was a wish to promote female participation within local government.

182.2.2

WSCC budget was set on Friday 16th with Precept due to be increased by 4.95%. 2% of which will cover extra Adult social care.

182.2.3

White lines and cleaning road signs program has been allocated £500,000. There will be a consultation as to priorities, and the A283 will be part of this. Road side litter picking may well be part of this scheme.

182.2.4

Highways England have said they want to create a major road network including improvements and reducing bottlenecks but there are no details as yet. Council expressed concern that there seemed to be a trend towards rural roads becoming more difficult to use by cyclists and pedestrians and if the Strategic plan is to make more roads more car friendly still then perhaps villages would become even more isolated.

182.2.5

There is due to be a new Roads contractor appointed – Cllrs expressed a wish for WSCC to ensure there were proper quality inspections undertaken

182.2.6

A Birmingham building contractor had approached Horsham DC with regards to a proposed housing development at Glebe Farm. Part of any consultation will involve WSCC to deal with access and highways issues. Cllr Barling has invited the Planning consultants to see him plus Steyning PC chairman and probably representatives from the planning committee to see if they are serious and at what stage they are at in the process, and then Cllr Barling will report back to future Full Council meeting.

182.2.7

Pedestrian crossing has been painted with some of the spilled paint removed.

182.3

Cllr Toomey and Cllr Muncey – Neither Councillor was in attendance therefore there was no report on either HALC nor Car Parks

182.4.1

Cllr Willett / Cllr Bowell – Meeting was held on 29th January, and the over-riding question remains the matter of land acquisition for the Cemetery. Also Council will only be reporting back to Full Council once again and not report twice – including to F&GP.

182.4.2

The matter of membership of the Jnt. Cemetery committee was resolved – 6 Parish councillors will have the financial responsibility, and representation from various faiths will probably continue to be a discussion point at future meetings.

182.5	PPG Update – Cllr Bowell reported that there is an initiative by NHS regarding Social prescribing, and the health centre is taking part by providing a contact their whom would be better equipped to deal with these issues, it is felt, than Doctors, whose heavy work load prohibits protracted consultations. The Wardens might also take a greater role in becoming a link in this process to avoid isolation and loneliness in the community.	
FULL/17/183 183.1	QUARRY UPDATE No further update at this point	
FULL/17/184 184.1	SWAB NEIGHBOURHOOD PLAN Cllr Muggridge reported that former SWAB councillor representatives had consulted in order to compile a document to address Frequently Asked Questions. They hoped this would help complete closure on the SWAB Neighbourhood plan and leave the new Steyning Neighbourhood plan representatives free from having to deal with these questions. The Clerk will ensure it is posted on both SWAB and Steyning Parish web sites.	CLERK
FULL/17/185 185.1	NEIGHBOURHOOD PLAN Cllr Trundle reported that there had been a selection process undertaken to add 8 residents to make a proposed steering group of 10 (including the 2 councillor representatives), and that there had been an initial meeting at the end of January as an informal ‘Getting to know you’ session. Register of interest forms were issued and Cllr Trundle directed the proposed members towards reading materials and began to schedule proposed meetings. Subject to full council approval the successful members will undertake a project management workshop in March and individual roles will be decided at this Workshop meeting.	
FULL/17/186 186.1	COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS Planning Committee –Cllr Trundle proposed, seconded by Cllr Hanson, to receive the minutes and approve the recommendations of the meeting held on the 22 nd January 2018. Agreed	
186.2	Amenities Committee – To receive the minutes and approve the recommendations of the meeting held on the 23 rd January 2018, Cllr Bowell proposed, seconded by Cllr S Sullivan subject to a small amendment under item 79.2. Agreed. Cllr Bowell raised an item regarding Playground working group which consisted 4 Cllrs and 4 residents. Six companies have been asked to submit plans based on an initial remit and these initial plans will be part of a public presentation at both the Showcase event and on the following weekend (3 rd March) at the Steyning centre.	CLERK
186.3	Premises Committee – To receive the minutes and approve the recommendations of the meeting held on the 6 th February 2018. Cllr Syred proposed, seconded by Cllr G Sullivan. Agreed	
186.4	Finance and General Purposes committee – To receive the minutes and approve the recommendations of the meeting held on the 13 th February 2018. Cllr Bowell proposed, seconded by Cllr Lloyd. Agreed	
FULL/17/187 187.1	SHOWCASE There are 38 organisations represented this year at the event on the 24 th Saturday, from 10 – 4 with set up from 8.30am – Clerk and Deputy Clerk will be in attendance for most of the day. Cllrs have volunteered for cover times during the day and Clerk to distribute the list. Further ideas as to what the Council’s table needs to promote should be sent to the Clerk.	CLERK

FULL/17/188 **PERSONNEL COMMITTEE**
188.1 Terms of reference for this personnel sub – committee sent out as supporting paper and based on SALC and several other similar ToR's from Parish Council's. It was mentioned that if there were to be only 3 Cllr representatives, then the Chair will always have the casting vote. Cllr Bowell **proposed, seconded** by Cllr Pearcey that the Council accept these terms of reference for a personnel sub-committee. **Agreed**

FULL/17/189 **CORRESPONDANCE AND INFORMATION ITEMS**
189.1 None to report

FULL/17/190 **CONFIDENTIAL SESSION**
190.1 To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3e to exclude the press and public on the grounds that the confidential matters to be discussed under item 17,18, and 19 would be prejudicial in the public interest

190.1.1 Cllr Goldsmith **proposed, seconded** by Cllr S Sullivan that items 18 and 19 be heard in public session.**3 For. 6 Against.**

190.1.2 Cllr Bowell **proposed, seconded** by Cllr Lloyd that the meeting go into confidential session and be adjourned for a short period. **7 For. 3 Against. Agreed**

FULL/17/191 **NEIGHBOURHOOD PLAN**
191.1 (Steve N arrived during this item)
Following a member of the publics question earlier in this meeting, Council debated whether the selection criteria were male centric. Cllr Trundle confirmed the criteria were based on a model suggested by HDC and had worked well at other councils, however Council urged any future selection panel to possibly reconsider these criteria, as Council were very concerned to keep the Steering group as balanced and Steyning resident representative as possible, and would leave it to Cllrs Trundle and Muncey to ensure if it needed addressing they should have delegated authority to do so.

191.2 As there was very little time left to complete the Agenda, Cllr Northam **proposed, seconded** by Cllr Pearcey that these matters be more fully discussed at an Extraordinary meeting of the Full Council. **11 in favour, 2 Abstentions. Agreed**

FULL/17/192 **DATE OF NEXT MEETING – 19th March 2018**

Meeting closed at 9.59pm

Signed **Date 19th March 2018**
Chairman