

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

Date published 10th October 2018

TO ALL MEMBERS OF STEYNING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL PARISH COUNCIL MEETING TO BE HELD ON
MONDAY 15th OCTOBER 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 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 CHAIRMAN'S ANOUNCEMENTS**
 - 3.1** Millennium Award nominations
- 4.0 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.*
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 17th September 2018.
- 6.0 MATTERS ARISING AND ACTIONS** – to consider matters arising and actions from the Minutes of the previous meeting.
 - 6.1** FULL/18/77.1.1 Clerk to place SPC Neighbourhood plan progress report onto SPC Web site - Actioned
 - 6.2** FULL/18/78.1 Cllr Lloyd to discuss antisocial behaviour issues with Wardens steering committee members – Update from Cllr Lloyd
 - 6.3** FULL/18/79.2 JPYC committee to consider re-tendering process for next contract – See Agenda item 10.1
 - 6.4** FULL/18/79.3 Cllr Syred to ask Horsham Matters to report to a future Full Council meeting – See Agenda item 10.1
 - 6.5** FULL/18/80.9 A challenge for SPC to set up 'Dementia friendly' training initiatives – Clerk to update
 - 6.6** FULL/18/81.1 Updated and agreed Land register to be posted on SPC Web site - Actioned
 - 6.7** FULL/18/85.1 Forming a working party for 'Raising the profile of the Council' – Update from Clerk
 - 6.8** FULL/18/86.1 Completed 'Evidence forms' for Right of way adoption to be sent off - Actioned



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

- 6.9** FULL/18/86.2 Clerk to write to contractor with thanks for public spirited consideration - Actioned
- 7.0 INTRODUCTION TO THE NEW DEVELOPMENT OFFICER AT STEYNING GRAMMAR SCHOOL**
- 7.1** A short presentation from Mrs Stephanie Coomber
- 8.1 NEIGHBOURHOOD WARDENS' REPORT**
- 8.1** Neighbourhood Wardens report – (See supporting papers)
- 9.0 NEIGHBOURHOOD PLAN UPDATE**
- 9.1** Report from the Steyning Neighbourhood Steering committee
- 10.0 JOINT PARISH YOUTH COMMITTEE**
- 10.1** Update from by Cllr Muggridge
- 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** Cllrs Syred and 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 24th September 2018
- 12.2 Amenities Committee** –to receive and adopt the minutes of the meetings held on the 25th September 2018
- 12.3 Premises committee** – to receive and adopt the minutes of the meeting held on the 2nd October 2018
- 12.4 Finance and General Purposes Committee** – to receive and adopt the minutes of the meeting held on the 11th September 2018
- 12.5 Neighbourhood Plan Steering Committee** – To receive and adopt the minutes of the meeting held on the 10th September 2018.
- 13.0 ADOPTION OF STEYNING PARISH COUNCIL POLICIES (See Supporting papers)**
- 13.1** To approve adoption of 'SPC Freedom of information & Environmental Information Regulations Requests Policy which has been agreed by F&GP Committee
- 13.2** To approve adoption of 'SPC Dispensation scheme Policy' which has been agreed by F&GP Committee
- 14.0 WORKING PARTY RECOMMENDATIONS**
- 14.1** To sanction recommendation from Personnel working party , agreed by F&GP for new contract of employment for member of staff
- 14.2** To approve recommendation from Personnel working party to agree to a Councillors leave of absence request
- 15.0 CORRESPONDENCE AND INFORMATION ITEMS**
- 15.1** No correspondence items at time of publication
- 16.0 DATE OF NEXT MEETING: 19th NOVEMBER 2018 at 7.30pm**

John Fullbrook
Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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