

How we will need your help – 2nd way to get involved:

2. THE VISION FOR STEYNING

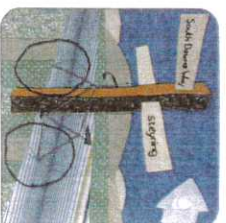
Based upon comments and feedback on an initial Survey Questionnaire, the following DRAFT Vision Statement has been produced for the Parish. This vision statement is intended to provide a focus to the neighbourhood planning process and shape the Plan Objectives.

Please consider the statements below and if you wish, comment in broad terms on the vision and let us know if we have missed anything of importance. Please submit any feedback to the email address: hello@steyningcommunityplan.co.uk or hand in hard copies at the Parish Office at Fletcher's Croft or at the Steyning Post Office.

DRAFT VISION STATEMENT

	Steyning's rural setting is exceptional. It will remain well connected through a network of footpaths, twitens and bridleways and be a gateway to the South Downs National Park and Adur Valley.
	Its heritage will be preserved and enhanced so that it continues to be a great place to live, learn, work, and visit.
	Housing growth will meet the needs of the local community, will be well designed, promoting environmental efficiency, and take account of demand on infrastructure.
	Business development will provide innovative future employment, complementing existing work opportunities, with a fast and efficient internet connection for home and agile working. The High Street will prosper, providing shopping opportunities for local people as well as being a draw for visitors.
	Transport links to Steyning will be effective with future development favouring walking and cycling within the town.
	Art, culture, leisure, and sport will remain hallmarks of the town. A variety of venues will support festivals and community events, and green spaces will be preserved for sport and leisure activity.

Your comments:



STEYNING COMMUNITY PLAN

A vision for the future

The Steyning Community Plan

As you may know, Steyning Parish Council has begun the process of producing a neighbourhood plan, the Steyning Community Plan (SCP), the purpose of which is to ensure that the town develops in line with the wishes and needs of its residents of all ages. **Please take a few moments to read through this document** and then follow one of the ways to tell us your views and ideas for the future of the town.

The Call for Sites

To help assess future needs, the SCP Steering Group would like to hear from landowners and agents of land within the parish who may be interested in applying for future development permission. This exercise will not in itself decide whether a site would be allocated for development nor will it commit the proposer(s) to apply for planning consent, but it will enable the Steering Group to better understand how future needs might be met by the available land.

If you would like a site(s) to be considered for development we would be pleased to hear from you. The site(s) need not be in your ownership if you have a responsibility for managing it/then and they can be proposals for a wide range of development uses. (Please note that by submitting the details of a site you are agreeing that Steyning Parish Council can make those details public).

Please contact us, by 1st March 2019:

hello@steyningcommunityplan.co.uk

Clerk of Steyning Parish Council, John Fullbrook, Steyning Centre, Fletcher's Croft, Steyning, West Sussex, BN44 3XZ

How the Plan will be developed – 5 Steps

1. Setting Up

- Steyning Parish Council (SPC) recruit volunteers and establish a Steering Group (SG) ✓
- The SPC and SG agree a Terms of Reference ✓
- The Steyning Plan Area is defined ✓
- Funding Applications are made ✓

2. Getting Started

- Launch event to begin community engagement ✓
- Call for sites ★
- Identify local partners and stakeholders and get them involved ★
- Select and appoint consultants to guide the SG through the project work ✓

3. Ask Everyone

- Gather community opinions and ideas via a survey ★
- Create a vision statement about the future ★
- Ask for community feedback on the vision
- Gather evidence and data from everyone to develop the plan

4. Prepare a Plan

- Consider site options
- Draft the Plan
- Consult with the community prior to submission
- Amend Plan in light of comments and feedback

Progress to date – December 2018 ✓ Completed ★ Work in Progress

- The Plan area has been agreed with Horsham District Council – to view the map area visit the Parish Council offices at the Steyning Centre
- Funding has been provided by SPC to begin community engagement events and produce publicity materials designed to encourage everyone to get involved. This maildrop leaflet is one example.
- The initial launch events took place at the September and November Farmers' Markets. Once the Steering Group has finalised a vision statement (see step 3 above) further events will take place to obtain your feedback.
- An initial **draft** vision statement and invitation to comment/get involved are included on page 4 of this leaflet. You can do so by going to the website www.steyningcommunityplan.co.uk or contacting the Steering Group via the Parish office at the address on the front page.

5. Everyone Decides

- Submit to Horsham District Council and South Downs National Park for consultation
- Examination takes place
- Steyning Community Referendum –

YOU DECIDE!!

How we will need your help – 1st way to get involved:

1. COMMUNITY ENGAGEMENT

As the Plan develops we would value as much community engagement as possible. If you are interested in getting involved in one or more aspects of the Plan please tick (✓) the boxes and provide your contact details

Please submit your interest to the email address: hello@steyningcommunityplan.co.uk or hand in hard copies at the Parish Office at Fletcher's Croft or at the Steyning Post Office.



☐ COMMUNITY ENGAGEMENT



☐ RURAL ENVIRONMENT



☐ BUSINESS + ECONOMY



☐ INFRASTRUCTURE + TRANSPORT

Email:

Phone:

Steyning Parish Council
Annual Budget - By Centre

ITEM 9.1

For 2019/20

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>			Total	Actual YTD	<u>Next Year</u>		
	Budget	Actual			Agreed	EMR				Agreed	EMR	Carried Forward
101 Administration												
1000 Donations Received	500	219	0	0	3,000	0	3,000	3,313	4,500	0	0	0
1004 Reimbursed Charges & donations	200	0	0	0	200	0	200	0	200	0	0	0
1008 NHP Income	0	0	0	0	0	0	0	0	8,000	0	0	0
1026 Showcase Income	250	514	0	0	0	0	0	0	0	0	0	0
1076 Precept Received	244,523	244,523	0	0	248,489	0	248,489	248,489	254,680	0	0	0
1077 CTB Grant	748	748	0	0	780	0	780	0	0	0	0	0
1090 Bank Interest Received	125	96	0	0	125	0	125	117	130	0	0	0
Total Income	246,346	246,100	0	0	252,594	0	252,594	251,920	267,510	0	0	0
1006 VAT Refund	0	0	0	0	-9,900	0	-9,900	0	-7,750	0	0	0
Direct Expenditure	0	0	0	0	-9,900	0	-9,900	0	-7,750	0	0	0
4000 Salaries	44,808	55,456	0	0	121,545	0	121,545	89,063	128,850	0	0	0
4002 Printing, stationery, postage	3,250	2,977	0	0	3,000	0	3,000	1,262	3,250	0	0	0
4003 Staff Ill Health Insurance	600	711	0	0	750	0	750	1,279	820	0	0	0
4004 Telephones and Alarm	4,360	4,160	0	0	4,000	0	4,000	1,895	4,000	0	0	0
4005 Insurance	8,100	7,918	0	0	8,300	0	8,300	5,848	6,500	0	0	0
4006 Salaries Outsourcing	1,548	2,314	0	0	1,548	0	1,548	278	1,450	0	0	0
4007 Data Protection	0	0	0	0	3,000	0	3,000	1,778	2,000	0	0	0
4010 Audit Fees	1,340	2,468	0	0	1,420	0	1,420	-1,344	1,480	0	0	0
4016 Legal Fees/Elections	11,300	1,268	0	0	4,800	0	4,800	111	5,000	0	0	0
4021 General Grants	1,000	650	0	0	2,000	0	2,000	600	2,000	0	0	0
4025 CCTV Maintenance	1,000	506	0	0	4,250	0	4,250	83	1,250	0	0	0

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2.49 increase in Precept Request.

at 11:36

Steyning Parish Council Annual Budget - By Centre

	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4030 Steyning in Bloom	1,000	1,000	0	0	4,250	0	4,250	3,734	4,400	0	0
4032 Royal British Legion	375	0	0	0	400	0	400	0	415	0	0
4033 Christmas Lights Grant	1,000	1,000	0	0	1,500	0	1,500	1,500	1,500	0	0
4036 SALC NALC Subs	1,750	1,967	0	0	1,744	0	1,744	1,788	1,807	0	0
4039 Publicity and Advertising	0	0	0	0	0	0	0	0	400	0	0
4040 Town Clock	350	511	0	0	350	0	350	234	420	0	0
4045 Misc & Petty Cash	350	583	0	0	350	0	350	752	675	0	0
4047 Training	1,500	421	0	0	1,000	0	1,000	1,033	2,500	0	0
4049 Showcase	250	0	0	0	0	0	0	0	0	0	0
4060 Chairman's Function	750	268	0	0	750	0	750	456	750	0	0
4061 Councillors' Allowances	750	172	0	0	100	0	100	0	100	0	0
4063 Legionnaires	1,600	1,273	0	0	1,000	0	1,000	1,200	1,500	0	0
4070 Software Packages	1,500	2,219	0	0	1,500	0	1,500	1,154	1,650	0	0
4071 ICT Equipment	1,000	344	0	0	1,400	0	1,400	0	1,400	0	0
4072 Website Development	750	672	0	0	750	0	750	93	750	0	0
4073 Neighbourhood Plan Exp	0	0	0	0	16,400	0	16,400	1,525	8,000	0	0
4075 Isolation and Loneliness	0	0	0	0	1,000	0	1,000	0	1,000	0	0
4310 Grounds Maintenance	0	263	0	0	0	0	0	0	0	0	0
Overhead Expenditure	90,231	89,122	0	0	187,107	0	187,107	114,320	183,867	0	0
Movement to/(from) Gen Reserve	156,115	156,978			75,387		75,387	137,600	91,393		
102 Finance & Community Appendix											
4100 Neighbourhood Wardens	41,000	41,106	0	0	42,000	0	42,000	0	42,750	0	0
4101 Swimming Pool	14,500	14,992	0	0	14,500	0	14,500	0	15,100	0	0

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Steyning Parish Council
Annual Budget - By Centre

	Last Year		Brought Forward	Net Virement	Current Year				Next Year		
	Budget	Actual			Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
103 Youth Provision	Overhead Expenditure	55,500	56,098	0	0	56,500	0	56,500	0	57,850	0
	Movement to/(from) Gen Reserve	(55,500)	(56,098)			(56,500)		(56,500)	0	(57,850)	
	Youth Service	24,700	22,108	0	0	24,540	0	24,540	12,092	25,943	0
201 Highways & Lighting	Overhead Expenditure	24,700	22,108	0	0	24,540	0	24,540	12,092	25,943	0
	Movement to/(from) Gen Reserve	(24,700)	(22,108)			(24,540)		(24,540)	(12,092)	(25,943)	
	HDC Cleaning Grant	19,180	19,199	0	0	19,564	0	19,564	0	19,975	0
1004 Reimbursed Charges & donations	0	458	0	0	0	0	0	5,205	0	0	
	Total Income	19,180	19,657	0	0	19,564	0	19,564	5,205	19,975	0
4200 Street Light Energy	530	558	0	0	600	0	600	640	650	0	0
4201 Street Light Maintenance	1,750	1,662	0	0	1,750	0	1,750	1,728	1,750	0	0
4202 Lamp Post Testing	100	0	0	0	100	0	100	0	100	0	0
4210 Road Sweeping	16,528	16,465	0	0	16,529	0	16,529	11,115	16,860	0	0
4211 Town Improvements	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
4259 Grit	600	0	0	0	600	0	600	0	600	0	0
4260 Pressure wash High St	700	1,254	0	0	700	0	700	0	700	0	0
	Overhead Expenditure	21,208	19,939	0	0	21,279	0	21,279	13,483	21,660	0
	Movement to/(from) Gen Reserve	(2,028)	(282)			(1,715)		(1,715)	(8,278)	(1,685)	
202 Public Toilets											

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Steyning Parish Council

Annual Budget - By Centre

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>			Total	Actual YTD	<u>Next Year</u>		
	Budget	Actual			Agreed	EMR				Agreed	EMR	Carried Forward
4000 Salaries	9,820	9,020	0	0	0	0	0	0	0	0	0	0
4005 Insurance	100	0	0	0	100	0	100	105	110	0	0	0
4250 Public Toilets - opening/closing	1,200	1,188	0	0	1,200	0	1,200	792	1,200	0	0	0
4252 Electricity	550	447	0	0	550	0	550	409	550	0	0	0
4253 Water Charges	1,000	420	0	0	1,000	0	1,000	316	600	0	0	0
4254 Rates	350	324	0	0	350	0	350	354	350	0	0	0
4256 Repairs, pdh, consumables	1,000	659	0	0	1,000	0	1,000	381	1,000	0	0	0
Overhead Expenditure	14,020	12,056	0	0	4,200	0	4,200	2,356	3,810	0	0	0
Movement to/(from) Gen Reserve	(14,020)	(12,056)			(4,200)		(4,200)	(2,356)	(3,810)			
301 Playing Fields												
1004 Reimbursed Charges & donations	500	0	0	0	500	0	500	0	500	0	0	0
Total Income	500	0	0	0	500	0	500	0	500	0	0	0
4000 Salaries	0	270	0	0	0	0	0	0	0	0	0	0
4252 Electricity	0	0	0	0	500	0	500	0	500	0	0	0
4310 Grounds Maintenance	10,000	15,823	0	0	10,000	0	10,000	4,765	10,250	0	0	0
4312 Waste Removal	850	1,219	0	0	850	0	850	1,016	1,025	0	0	0
4320 Play Equipment Inspections	970	871	0	0	970	0	970	799	1,000	0	0	0
4341 Repairs & Tree works	2,000	3,796	0	0	2,000	0	2,000	1,129	2,500	0	0	0
4352 Litter and Bins	3,023	2,581	0	0	3,412	0	3,412	2,727	3,480	0	0	0
4360 Allotment Maintenance	3,200	910	0	0	3,600	0	3,600	1,277	3,600	0	0	0
Overhead Expenditure	20,043	25,470	0	0	21,332	0	21,332	11,712	22,355	0	0	0
Movement to/(from) Gen Reserve	(19,543)	(25,470)			(20,832)		(20,832)	(11,712)	(21,855)			

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Steyning Parish Council
Annual Budget - By Centre

Last Year				Current Year						Next Year			
	Budget	Actual		Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD		Agreed	EMR	Carried Forward
302 Allotments													
1005	Allotment Rents	3,600	3,590	0	0	3,600	0	3,600	4,040		4,000	0	0
	Total Income	3,600	3,590	0	0	3,600	0	3,600	4,040		4,000	0	0
4253	Water Charges	550	564	0	0	550	0	550	232		600	0	0
	Overhead Expenditure	550	564	0	0	550	0	550	232		600	0	0
	Movement to/(from) Gen Reserve	3,050	3,027			3,050		3,050	3,809		3,400		
303 Playing Field Costs													
4000	Salaries	5,678	2,094	0	0	0	0	0	0	0	0	0	0
4253	Water Charges	850	201	0	0	950	0	950	408		600	0	0
	Overhead Expenditure	6,528	2,295	0	0	950	0	950	408		600	0	0
	Movement to/(from) Gen Reserve	(6,528)	(2,295)			(950)		(950)	(408)		(600)		
401 Steyning Centre													
1003	Clubs Lease Rentals	3,075	2,486	0	0	3,400	0	3,400	3,321		3,400	0	0
1007	Room Hire	65,000	62,886	0	0	63,000	0	63,000	41,179		63,000	0	0
1008	NHP Income	0	0	0	0	15,000	0	15,000	9,000		0	0	0
1010	Miscellaneous Income	250	395	0	0	250	0	250	229		250	0	0
1015	Coffee Machine Income	300	324	0	0	1,000	0	1,000	568		1,050	0	0
1017	Income Film Night	6,000	6,560	0	0	6,500	0	6,500	4,578		6,500	0	0
1020	FITS Receipts	800	763	0	0	800	0	800	907		850	0	0
1021	Elec recharge income	0	13	0	0	0	0	0	4		0	0	0

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Steyning Parish Council

Annual Budget - By Centre

	<u>Last Year</u>		Brought Forward	Net Virement	<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual			Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Income	75,425	73,426	0	0	89,950	0	89,950	59,785	75,050	0	0
4000 Salaries	42,998	41,639	0	0	0	0	0	0	0	0	0
4001 Salaries Cleaning	6,873	2,089	0	0	0	0	0	0	0	0	0
4004 Telephones and Alarm	0	0	0	0	0	0	0	0	0	0	0
4039 Publicity and Advertising	250	214	0	0	0	0	0	0	0	0	0
4053 Entertainment Licence	2,000	180	0	0	2,000	0	2,000	155	2,000	0	0
4071 ICT Equipment	400	0	0	0	0	0	0	0	0	0	0
4252 Electricity	5,650	5,135	0	0	5,000	0	5,000	1,819	4,530	0	0
4253 Water Charges	3,150	1,666	0	0	4,500	0	4,500	806	2,400	0	0
4254 Rates	10,200	8,164	0	0	10,550	0	10,550	8,429	10,550	0	0
4257 Gas	6,400	1,874	0	0	6,400	0	6,400	1,124	3,500	0	0
4310 Grounds Maintenance	3,500	2,378	0	0	3,500	0	3,500	1,966	3,500	0	0
4341 Repairs & Tree works	200	0	0	0	500	0	500	0	500	0	0
4342 Repairs/Mtce/Renewals	9,500	16,456	0	0	5,000	0	5,000	16,870	10,770	0	0
4401 Trade Waste	2,750	2,369	0	0	2,850	0	2,850	1,309	2,900	0	0
4402 Annual Maintenance Contracts	12,000	8,354	0	0	12,000	0	12,000	5,518	10,000	0	0
4404 Alarm System	500	157	0	0	500	0	500	386	500	0	0
4406 Cleaning and Consumables	2,000	2,111	0	0	2,500	0	2,500	1,321	2,500	0	0
4407 Coffee Machine Expenditure	300	2,098	0	0	350	0	350	42	350	0	0
4408 Film Night	3,600	3,365	0	0	4,000	0	4,000	2,816	4,100	0	0
4409 Refund room booking fees	0	351	0	0	0	0	0	0	0	0	0
Overhead Expenditure	112,271	98,599	0	0	59,650	0	59,650	42,561	58,100	0	0
Movement to/(from) Gen Reserve	(36,846)	(25,174)			30,300		30,300	17,224	16,950		

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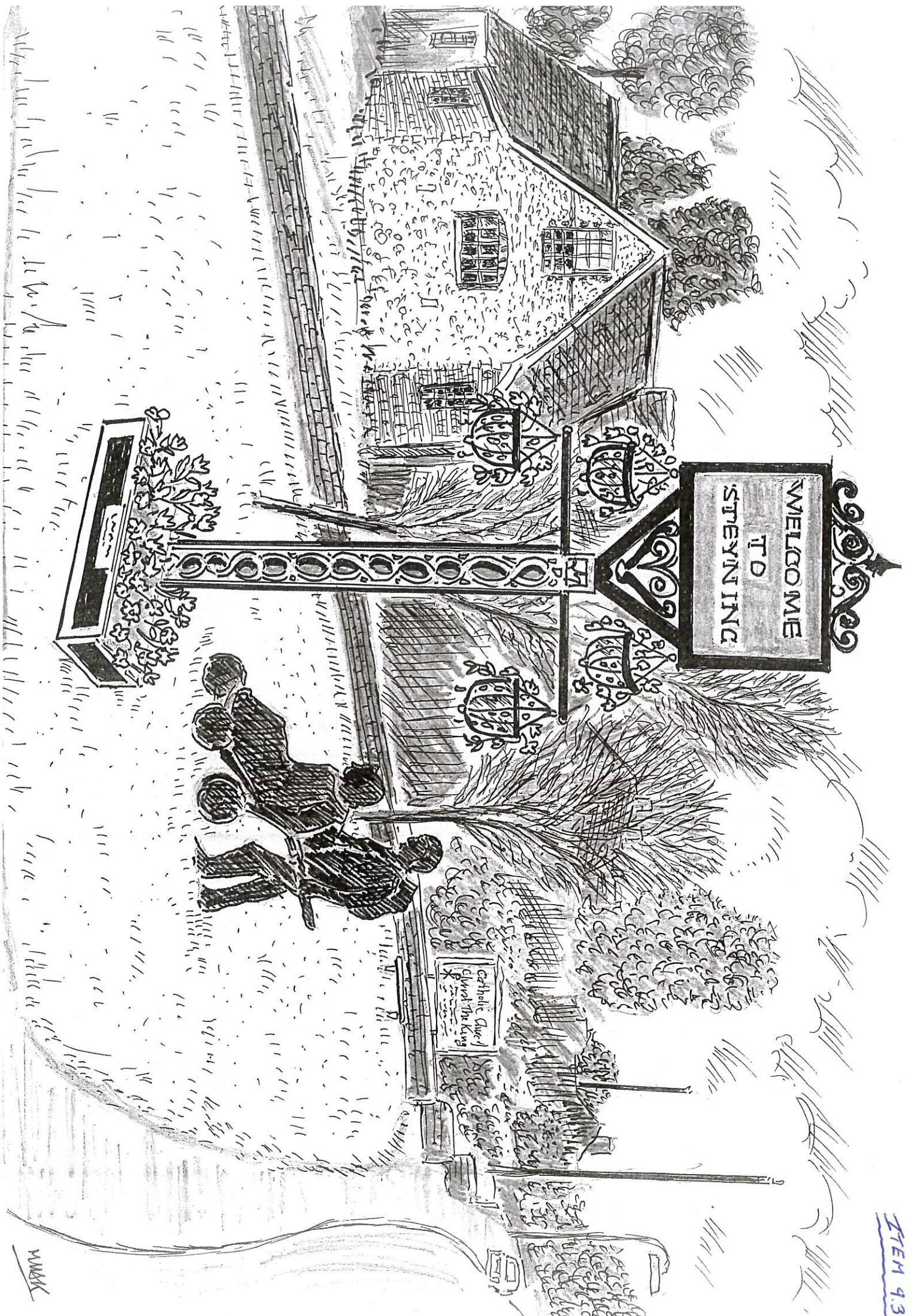
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Steyning Parish Council Annual Budget - By Centre

	Last Year		Brought Forward	Net Virement	Current Year			Actual YTD	Next Year	
	Budget	Actual			Agreed	EMR	Total		Agreed	EMR
Total Budget Income	345,051	342,774	0	0	366,208	0	366,208	320,950	367,035	0
Expenditure	345,051	326,250	0	0	366,208	0	366,208	197,164	367,035	0
Movement to/(from) Gen Reserve	0	16,523			0		0	123,787	0	

PROJECTS SO FAR RECOMMENDED TO BE UNDERTAKEN VIA ENHANCED RESERVE FUNDING ARE FOR 2019/20 AS FOLLOWS:

1. ASSET REGISTER ASSESSMENT - £2,500.00
2. ADDITIONAL FUNDS FOR NEIGHBOURED PLATS - MAXIMUM LIMIT - £15,000



ITEM 9.3

John Fullbrook

From: John Fullbrook
Sent: 17 January 2019 12:37
To: John Fullbrook
Subject: FW: Proposed Plaque

In remembrance of

Cllr George Cockman MBE 1939 - 2016

Who served as a district councillor of this community for twenty years,
and whose major contribution towards securing this Leisure Centre, together with countless other
services across the district, is recognised with gratitude.

The people of Steyning & Ashurst.
Friends and colleagues at Horsham District Council.

2019/20

Steyning Parish Council Meetings

7.30pm Start on a Tuesday unless stated	Premises	Finance and General Purpose	Parish Council (Mondays)	Planning (Mondays)	Amenities
Feb-19	5th	12th	18th	25th	26th
Mar-19	5th	12th	18th APM	25th	26th
Apr-19	2nd	9th	15th	29th Due to Easter	23rd
May-19	No meeting	No meeting	13th APMC	20th Due to B/H	28th
Jun-19	4th	11th	17th	24th	25th
Jul-19	2nd	9th	15th	22nd	23rd
Aug-19	No meeting	No meeting	No meeting	19th	No meeting
Sep-19	3rd	10th	16th	23rd	24th
Oct-19	8th	15th	21st	28th	29th
Nov-19	5th	12th	18th	25th	26th
Dec-19	3rd	10th	16th	17th	No meeting
Jan-20	7th	14th	20th	27th	28th
Feb-20	4th	11th	17th	24th	25th
Mar-20	3rd	10th	16th	23rd	24th
Apr-20	7th	14th	20th	27th	28th
May-20	5th	12th	18th	19th (Tues) Due to B/H	26th