

ITEM 6.1

NEIGHBOURHOOD WARDENS REPORT

NOVEMBER 2017 TO DATE

ANTI-SOCIAL BEHAVIOUR.

Following a call from a resident, we had reason to move on a group of young males and females who had gathered by the tennis courts late on a Friday evening. They were shouting, screaming, and playing loud music. We also confiscated some alcohol from under age members of the group and took their names and addresses.

We received a call from a resident regarding a suspicious vehicle in Kings Barn Lane that was continually driving up and down, described as a white Citroen. In response, we patrolled the area but found no trace. However later on that evening, we received another call from a resident that a white vehicle and its occupants were behaving suspiciously in the Car Park at Bramber Castle. On arriving at the Car Park, we saw a White Peugeot with four male adults. The occupants were known to us and explained that they were just driving around the area for something to do. We issued words of advice and told them that the police had been alerted.

We had to give assistance to an elderly man we came across in Toomey road who had been drinking alcohol and was sitting on the pavement. We knew the man and after checking his welfare we took him home.

COMMUNITY.

We supported the volunteer Team managing the Christmas Late night shopping event by sourcing and supplying Road Closure Signs and helping with the Road closure itself. We patrolled the event and ensured that traffic moved smoothly through the diversion and especially at the pinch points such as Tanyard Lane. We were also on hand to give help and directions to people visiting the event and those unaware of it and unsure of alternative ways through the town.

Each Year we hold a Festive Race night at Dingemans. This year's event included a Christmas buffet and Raffle.

ITEM 7.2 – Youth Service Provision Financial summary

This information was sent to me by David Sheldon from Horsham Matters - information on the finances associated with Youth Provision for the financial year 2018/19

This is how the figures would work out if Ashurst confirms they are pulling out of the cluster, but donation of £1,000 toward the cost of the delivery of youth work in the area.

The current percentage split is

- **Steypning - 56.865%**
- Upper Beeding - 31.310%
- Bramber - 8.701%
- Ashurst - 3.124%

Keeping the same split but without Ashurst gives

- **Steypning - 58.699%**
- Upper Beeding - 32.320%
- Bramber - 8.981%

The total contribution that we are asking for from the cluster in 2018/19 is £36,605.06. Reducing this by £1000 yields the following individual contributions

- **Steypning - £20,899.81**
- Upper Beeding - £11,507.55
- Bramber - £3,197.69

Plus percentage of operational costs at £6,200

AT F&GP MEETING ON 12th DEC THE COMMITTEE AGREED THE FOLLOWING UNDER ITEM 81.2

Discussion to agree commitment to youth service provision for the year 2018/19. Cllr Bowell **proposed**, Cllr Northam **seconded** that the Steypning PC budget for JYPC effective for the 12 months, effective 1st April 2018 is £20,899.81 and the percentage of the £6,200 operating costs is no more than £3,639.34 making the total £24,539.15. **Agreed**

PARTNERSHIP AGREEMENT BETWEEN
BRAMBER PARISH COUNCIL, STEYNING PARISH COUNCIL
AND UPPER BEEDING PARISH COUNCIL

FOR PROVISION OF COMMUNITY YOUTH WORK

1.0 INTRODUCTION

- 1.1 This agreement sets out the respective obligations of the following Parish Councils in respect of the delivery of Community Youth Work in the Parishes of Bramber, Steyning and Upper Beeding.

Bramber Parish Council ('BPC') (*insert Address*)
Steyning Parish Council ('SPC') (*insert Address*)
Upper Beeding Parish Council ('UBPC') (*insert Address*)

Collectively the three parishes agree to create a partnership to be known as the "Joint Parish Youth Committee (JPYC)" to facilitate provision and contract management of Community Youth Work in the Parishes of Bramber, Steyning and Upper Beeding.

For the purpose of this Agreement, the Appointed Liaison contacts between the JPYC and Horsham Matters, (HM), the Provider of the service, will be the persons occupying the positions of:

Clerk to BPC
Clerk to SPC
Clerk to UBPC

- 1.2 This Agreement is valid from 1 April 2018 until 31 March 2019. (See Clause 7)
- 1.3 This Agreement is for the provision and contract management of Community Youth Work in the Parishes of Bramber, Steyning and Upper Beeding.
- 1.4 In consideration of the funding specified in Clauses 4, BPC, SPC and UBPC hereby agree to undertake to support the Service specified in Clause 3 in accordance with the terms and conditions appearing below.
- 1.5 The parties to this Agreement will endeavor to work within the shared principles and approach to joint working set out in the West Sussex Compact.
- 1.6 Formal requests of the Community Youth Worker and associated Provision must be made by the Appointed Liaisons to the Provider (i.e. Community Youth Worker's Line Manager). Agreement should be sought between Parish Councils before approaches are made to the Provider, to avoid 'conflicting' demands.

2.0 Management

- 2.1 Collectively the three parishes agree to create a partnership to be known as the "Joint Parish Youth Committee " (JPYC) to facilitate the provision and contract management of Community Youth Work in the Parishes of Bramber, Steyning and Upper Beeding.

- 2.2 The JPYC is a committee consisting of 2 councillors from each of the three Parish Councils.
- 2.3 The committee may agree to invite a member/s of the community to join the committee; the purpose of which would be to provide additional experience or expertise where necessary. These members will not have full voting rights.

3.0 SERVICE DESCRIPTION – PROVISION OF COMMUNITY YOUTH WORK

3.1 Vision

The three parish councils have agreed a shared vision for the provision of Community Youth Work within the collective area:

“Together, we want to enable and empower young people of our local community to make informed, positive lifestyle choices, which promote active, healthy, holistic, safe and social lives. We will do this through providing opportunities that encourage young people to enjoy, grow and develop valuable social skills; participate positively in their local community and achieve their highest potential; thus supporting them as they transit into adulthood.”

3.2 Values

This Vision is underpinned by a set of shared Values:

*Commitment of partnership to vision
and towards young people,
Quality relationships that are built on
honesty, openness and trust,
Experience, knowledge and training,
Serving, supporting and offering
guidance to young people,*

*Community leadership and ownership,
which promotes investment in the
community and encourages
sustainability,
Longevity,
Conversation and Dialogue,
Accessible, flexible and responsive
approach*

3.3 Services Provision

The detail of the Community Work Provision in the Parishes in pursuit of the shared Vision will be determined by the Provider, in agreement with the JPYC.

3.4 Key Performance Indicators

Agreed key performance indicators will be detailed in the respective contracts between BPC, SPC and UBPC and the Provider.

4.0 PARISH COUNCIL FUNDING RESPONSIBILITIES

4.1 BPC Responsibilities:

- i. Contribute an estimated total of £xxx for the term of this Agreement.
- ii. On receipt of Horsham Matters invoice, pay ‘their share’ of the employment and operational costs, based on the number of Band D properties in each Parish Council.
- iii. Payment terms to be agreed with the Provider.

4.2 SPC responsibilities:

- i. Contribute an estimated total of £xxx for the term of this Agreement.
- ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.
- iii. Payment terms to be agreed with the Provider.

4.3 UBPC Responsibilities:

- i. Contribute an estimated total of £xxx for the term of this Agreement.
- ii. On receipt of Horsham Matters invoice , pay 'their share' of the employment and operational costs , based on the number of Band D properties in each Parish Council.
- iii. Payment terms to be agreed with the Provider.

5.0 PARISH COUNCIL OTHER RESPONSIBILITIES

All Parish Councils Responsibilities:

Provide a meeting room for JPYC committee meetings.
Agree an agenda for JPYC committee meetings (role for Appointed Liaisons).
Invite the Provider to attend (and present at) Annual Parish Meetings.
Agree if they intend to commit to Community Youth Provision for the following year by 1st December 2018 and advise the other Parish Councils and the Provider.
Provider responsibilities are detailed in the contract. Full responsibility & accountability for safeguarding young people, personal data protection and operational risk assessments & their mitigation are delegated to the Provider on behalf of the three Parish Councils and the JPYC.

6.0 TERMS OF AGREEMENT (BREAK POINTS AND RENEWAL)

- 7.1 In signing this Partnership Agreement, BPC, SPC and UBPC commit to the full term of this agreement (i.e. from 1 April 2018 until 31 March 2019).
- 7.2 To ensure viability of the Community Youth Provision for the Parishes of Bramber, Steyning and Upper Beeding, there is no mid- / part- year break point.
- 7.3 The three Parishes intend to sustain a three year Community Youth Provision for the area beyond their initial one-year commitment, extending to 31.3.21.
- 7.4 The three Parishes will determine if they intend to commit to Community Youth Provision for the following year by 1st December 2018.

8.0 TERMINATION

In the event of termination of contract, notwithstanding clauses 7.2 and 7.3, the Provider will return all assets secured with financial support from, or loaned by, the JPYC to the Parishes. These assets will be apportioned to the parties of this agreement in line with respective partner contributions.

9.0 DISPUTES BETWEEN PARTIES

- 9.1 The parties shall use their best endeavors to resolve by agreement any disputes between them. In the first instance the dispute will be discussed by the Liaison Officers (Clause 1.1) and may then be referred to Parish Council Chairmen so as to seek amicable resolution.

10.0 VARIATIONS TO AGREEMENT

- 10.1 The terms of this Partnership Agreement may only be varied by mutual consent with all parties involved

11.0 ACKNOWLEDGEMENTS

- 11.1 BPC, SPC and UBPC shall be acknowledged in all publicity material (e.g. any leaflets, letters, newsletters or press releases) put out by the Community Youth Provision for the Parishes of Bramber, Steyning and Upper Beeding.

Signature:	
Print Name:	
Position:	
Date:	
For & on behalf of the Bramber Parish Council	

Signature:		Signature:	
Print Name:		Print Name:	
Position:		Position:	
Date:		Date:	
For & on behalf of Steyning Parish Council		For & on behalf of the Upper Beeding Parish Council	

STEYNING PARISH COUNCIL MEETING DATES 2018 /19

	Premises 7.30pm start	Finance & General Purposes 7.30pm Start	Parish Council 7.30pm Start (Monday)	Planning 7.30pm (Monday)	Amenities 7.30pm
2018/ 19					
May 18	8th	15th	21 st APMC	Tuesday 22 nd Due to Bank Holiday	29 th
June 18	5th	12th	18th	25th	26th
July 18	3 rd	10th	16th	23 rd	24th
August 18	No meeting	No meeting	No meeting	20th	No Meeting
September 18	4th	11th	17 th	24 th	25th
October 18	2nd	9th	15 th	22 nd	23 rd
November 18	6th	13th	19th	26 th	27th
December 18	4th	11th	17 th	Tuesday 18 th due to Christmas	No meeting
January 19	8th	15th	21 st	28th	29th
February 19	5th	12th	18 th	25 th	26th
March 19	5 th	12 th	19 th APM	25 th	26th
April 19	2nd	9th	15th	29 th Due to Easter	23rd
May 19	7th	14th	20 th APMC	Tuesday 21 st due to Bank Holiday	28th

ITEM 13.1

Dear Parish Clerk

Dated 8th Dec

Please find below details of the public consultation on the draft West Sussex Rights of Way Management Plan (this is the Council's revised Rights of Way Improvement Plan). I am sending this to you as representing Parish and Towns Councils – please circulate as appropriate. You may already be aware of this as it has been in WSCC's Parish Newsletter but I believe this may not go to all Councils.

Many thanks.

Opinions sought on draft West Sussex Rights of Way Management Plan

People's opinions are being sought on the County Council's draft Rights of Way Management Plan for 2018 to 2028.

Anyone with an interest in accessing the countryside is encouraged to express their views.

Deborah Urquhart, Cabinet Member for Environment, said: "We want to hear people's opinions, whether they are someone who simply enjoys rural walks, or are a landowner or another stakeholder. All responses will be considered and the document will be amended as appropriate before publication in 2018."

The County Council manages more than 4,000km, or 2,500 miles, of Public Rights of Way, such as footpaths, bridleways and byways. The draft plan sets out its approach to managing the network, as well as signposting how improvements can be achieved over the next 10 years.

The Council's vision for Public Rights of Way is: "to enable people to enjoy the countryside on foot, by bicycle and by horse, for health, recreation and to access services, while recognising the need to balance this with the interests of those who live and work in the countryside and the management of special landscapes".

You can take part in the consultation at: <https://haveyoursay.westsussex.gov.uk/highways-and-transport/rowmp>.

The closing date is **31 January, 2018**.

Paper copies are available to view at all West Sussex libraries: <https://www.westsussex.gov.uk/find-my-nearest/library/>
and the main county council offices:
<https://www.westsussex.gov.uk/find-my-nearest/council-office/>

If you need this information in an alternative format, please email: prow@westsussex.gov.uk or telephone 01243 777620.

The Council published its first Rights of Way Improvement Plan in 2007 and, as directed by the Countryside and Rights of Way Act 2000, is reviewing it for the next ten years through consultation with the public and wider stakeholders.

The new draft plan has been called the West Sussex Rights of Way Management Plan to bring more weight and focus to the management of the existing Public Rights of Way network.

Best wishes
Jane

Jane Noble
Senior Access Officer
Rights of Way - Highways and Transport

Compiled Councillor comments sent in response to S106 POP water installation request

Comment 1

The Steyning Festival 2016 was unable to book sufficient space in the Steyning Centre for their events and took the bold decision to erect a Marquee in the Cuthman Field bottom. There they held a series of events including an evening with a nationally known ex cabinet minister politician and wonderfully a whole sunny Sunday with the Marquee open to the field, a bar one end, a café at the other, a stage between bar and café with many performances going one after the other and **the whole field covered with picnicking families. Truly a community event.**

Water and electric power needed: Evening performances need electric light and power for sound systems, Café service needs light, water for beverages and for washing up and power for heating the water. The festival provided Generators for the electric power which were difficult to baffle sufficiently for speaking events in the marquee and for the neighbours in King Alfred Close. Water had to be carried in and supplemented by public spirited neighbours in King Alfred Close supplying by garden hose. Power was also provided when necessary from neighbours. **Truly community spirit for a community project.**

CONCLUSION

This 'arena space' is a Communal Facility which would be enhanced by the provision of water and electricity outlets. Such provision would facilitate use in addition to the bi-annual Festival, use such as the Theatre as recorded above and the events (HDC included) as suggested by Phil. The 'sunny Sunday' mentioned above ranks with the Christmas Shopping and the May Fair as a wonderful event bringing everybody out and not just from Steyning.

Comment 2

The Steyning festival is a very important event for the town, bringing in a large number of visitors and is an important contributor to the local economy. Any group can apply for funds and they have followed the correct procedure - these funds have been available for some time and it is up to POP to make a judgement call on how those funds should be spent. Any objection should be discussed in council.

Comment 3

S106 funds are there for the benefit of the community and SPC is one of many community groups that could apply to use it. SPC does not have a divine right to its use and it could be argued that despite many "prods", we have failed to come up with any plans for its use.

Steyning Festival Ltd is an organisation I have long admired as a community group for good – made up entirely of volunteers and one we should encourage and support. We are very fortunate to have groups like this within our community, and more importantly the volunteers who step up year after year to make them available to us all, and above all a success.

Steyning Festival Ltd took a bold move to grow the Festival last year and to give it a temporary home – the Marquee, which was an outstanding success. Some aspects certainly needing developing and enhancing, foremost amongst them the extremely noisy generators and the health and safety issues around our elderly volunteers carrying water from the Steyning Centre, to the marquee – hence the concept of water and power provision. HDC was asked if they would assist and they felt it was a good idea to develop the site.

This was especially important as since the decision to turn MPF into a village green, we have lost a valuable amenity for certain community gatherings of this type.

A rural community like Steyning should have such a facility and not just for a bi-annual event. The alternate year "May Fair" will be a beneficial user and HDC are also looking to place more events in the south of the

district. A facility that has "utilities" access will remove a significant obstacle to holding events and we should endorse it.

Another significant reason, if one is needed, is "supplied at no cost to the local resident's purse".

Comment 4

Please add my request for an adjournment. My grounds for objecting - I may change my mind if we have a proper discussion at a meeting - and requesting for the meeting to be re-scheduled are:-

- 1 SPC have been consulted too late to be able to discuss the merits properly and to seek further information from the Festival Committee which failed to consult with us.
- 2 The scheme appears very poor value when there are simpler solutions.
- 3 The asset will belong to HDC, not the Steyning community.
- 4 We have other competing potential uses for the money which could provide a better return for the community.
- 5 HDC's own planning department has said in the consultation summary paper that the grant does not appear to fall within the statutory requirements so this needs to be considered in our discussions
- 6 There is no urgency for a decision as the proposed work itself is not urgent

Comment 5

I do not understand what facility this water supply would serve, being based off Goring Road. I am concerned that a fairly large proportion of the S106 monies appear to be going to utility supplies that may only be used for two weeks every two years. I was surprised to learn from John in October that £4792.80 has already been granted for an electricity connection which I feel will also only be used very occasionally, and which our views were not sought about. This water application comes from the category 'Provision/improvement of community/leisure facilities in or benefitting the parish council areas of Steyning' which could also be possibly used for children's play equipment that would be used almost every day of the year.

Whilst the total S106 remaining would be £19k we must not forget that there are strictly defined categories for expenditure. £750 is ring-fenced for recycling facilities, leaving some £18,200 for the two other categories- one for community leisure facilities and the other for community facilities (which may include CCTV?).

I think there are grounds for objecting to this application and it shows that we should get on with our own projects as our delay gives others the chance to go ahead and apply for the money for possibly more niche requirements.

Comment 6

I share Gill's concerns about this application for S106 funds, and I am amazed that the previous project for the Steyning Festival was apparently approved despite not fulfilling the S106 conditions. How can the Steyning Festival qualify as being directly related to "the development" generating the S106 funds? Where is there any evidence that there is any need for these utilities in Cuthman's field for the benefit of the wider community?

SPC is a keen supporter of the bi-annual Steyning Festival; however I am not at all convinced this project is a remotely suitable use of valuable S106 funds.

ITEM 15.1 – Correspondence to Cllr Lloyd from Tom Aubrey**Dated 12th Dec**

Dear Tim

Lesley Humber's article in the PPG Magazine has alerted me to the importance of trying to add some urgency to the Police Station situation. The Police need to know we have plans for the estate.

Lesley's meeting on January 17th is a huge opportunity to look at and advertise 'Care in the Community' and the issue could be followed up on February 24th at the Steyning Showcase . Is it were possible to use January 17th as a date to hurry up the Police decision and make them realise this Community Asset is really important to Steyning?

As Vice -Chair of SPC and District Councillor would you consider writing to Wei Lee something along these lines.

1. SPC delighted the Police are retaining the Police Station and making it a hub for Pulborough. How soon can this news be made public as it is known to be a potential Community Asset?

2,if the police have reached a view that the whole of the site might not be needed for the future, the council and community may well have an interest, as discussed at our meeting, in taking responsibility for developing the remainder. There would be a particular interest in the car park and garage area close to the cricket pitch for developing day care facilities for older people, and other vulnerable local residents.

3. There are some community events for early in the new year at which such ideas could be further explored, so a steer from the police as to potential availability would be extremely valuable.

Best wishes

Tom

ITEM 15.2 – Correspondence to Clerk from Sue Gearing**Dated 8th Dec**

I am the new Chair of Governors at Steyning Grammar School and had hoped to attend tonight to meet the Parish council and others.

Unfortunately, I am now unable to attend. I would very much like to meet with the Parish Councillors in the New Year if this could be arranged as I believe that a good working relationship between our school and the Parish Council is essential for the local community.

Regards,

Sue Gearing