

Steyning Parish Council

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The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

www.steyningpc.gov.uk

Date Published – 21st February 2019

TO ALL MEMBERS OF THE AMENITIES COMMITTEE: - Cllrs Bowell, Muncey, Lloyd, S.Sullivan, Toomey & Goldsmith

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON

TUESDAY 26th FEBRUARY 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 the 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 plugged in to the main electrical power supply of the Steyning Centre must be PAT tested.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – 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 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.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors' to agree and sign the minutes of the Amenities Committee meetings held on the 29th January 2019 and the 5th February 2019
- 5.0 MATTERS ARISING FROM PREVIOUS MEETING**
 - 5.1 A/18/63.3** Copy of Access notice to Cricket club - **Actioned**
 - 5.2 A/18/63.5** Upgrade of strimming equipment for caretakers required – **Actioned**
 - 5.3 A/18/63.7** Cllr Lloyd to pursue what is on offer from HDC Head of Waste, street scene and fleet, regarding Street cleaning monitoring – **Ongoing**
 - 5.4 A/18/63.8** Clerk / Cllr Bowell to look at two options for budget planning concerning Street cleaning - **Ongoing**
 - 5.5 A/18/65.1.1** Clerk to organise a round robin discussion with Wilson Memorial Trust Representatives and Chairs of Council and Amenities. - **Actioned** – Update from Cllr Bowell
 - 5.6 A/18/65.1.2** Clerk to proceed with Fletchers Croft Playground development via F&GP and Full Council approval – **Actioned** – See Agenda item 7.1
 - 5.7 A/18/65.2** Clerk to inform Wilson Memorial Trust that Committee have accepted their generous offer to fund installation of an Adult exercise equipment at Fletchers Croft - **Actioned**
 - 5.8 A/18/65.3** Tarmac strip facility enhancement – Clerk to inform Wilson Memorial Trust that Committee have accepted their generous offer to fund a Basketball Court installation at this site - **Actioned**
 - 5.9 A/18/65.4** Clerk to arrange Meeting with Grass cutting contractor and ensure free cuts planned – **See Agenda item 7.4**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 5.10 **A/18/65.5.1** Clerk to arrange Tree works to be carried out - **Actioned**
- 5.11 **A/18/65.5.2** Tree Risk Management survey that will be discussed at the next Amenities Committee – **Actioned – See Agenda item 7.5**
- 5.12 **A/18/65.6** Clerk to work with Mr Brown re Tree felling works – **Actioned**
- 5.13 **A/18/65.7** Clerk to insure link sent to Mr Brown for HDC Arboriculturist - **Actioned**
- 5.14 **A/18/66.1** Cllr Muncey to continue to make application for rights of way on the Wiston Estate - **Actioned**
- 5.15 **A/18/66.2** Council asks West Sussex County Council to review the Steyning ‘Parking Calculator’ - **Actioned**
- 5.16 **A/18/66.3** Fletchers Croft Car Park - Clerk to continue to chase, and to inform Steyning Centre users as to start date - **Actioned**
- 5.17 **A/18/66.4** Steyning road safety issues – Proposals rejected at CLC meeting – **See Agenda item 8.4**
- 5.18 **A/18/67.1** Allotment items to be discussed at next Meeting – **Actioned – See Agenda item 9.1**
- 5.19 **A/18/65.5.3** Clerk to check insurance cover if chippings used on pathways – **Update from Clerk** (Supporting papers)
- 5.20 **A/18/74.2** Clerk to send letter out to local residents regarding Flint wall disrepair – **Update from Clerk**
- 5.21 **A/18/80.1.2** Clerk to ensure there is an element in making good and provision of safety fencing for the Basketball court installation – **See Agenda item 7.3**
- 5.22 **A/18/80.1.3** Clerk to obtain cost from contractors for possible grounds – ‘making good’ - **Actioned**
- 5.23 **A/18/80.2** Clerk to ensure works are ordered regarding hedgerow and tree quotes - **Actioned**
- 5.24 **A/18/80.3** Clerk to inform Steyning Community Orchard regarding Councils approval of their planting plans - **Actioned**
- 5.25 **A/18/80.4** Clerk to inform requestees regarding use of MPF for events including promoting use of existing catering facilities - **Actioned**
- 5.26 **A/18/80.5** Clerk to purchase ‘Brush-cutter’ – **Ongoing**
- 5.27 **A/18/81.1** Clerk to ensure power washing contractor to complete High street works – **Ongoing**
- 5.28 **A/18/82.1** Clerk to determine which event was to close the High street on the 24th March and circulate information to Councillors - **Actioned**

6.0 FINANCE

- 6.1 To agree Income & Expenditure reports for November 2018, December 2018 and January 2019 – (Supporting papers)

7.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE

- 7.1 Fletcher Croft Playground development – Update from Clerk
- 7.2 Adult exercise equipment provision – Update from Clerk (Supporting papers)
- 7.3 MPF Multi-play (e.g. Basketball) facility enhancement – Update from Clerk
- 7.4 Grass cutting contract – Update from Clerk
- 7.5 To discuss and agree Parish Tree Risk Management survey (Supporting papers)
- 7.6 Hedgerow group – Update (Supporting papers)
- 7.7 Steyning Community Orchard – Update (Supporting papers)
- 7.8 Car park Flint wall repairs – Update from Clerk

8.0 HIGHWAYS

- 8.1 Rights of way – Update from Clerk
- 8.2 Proposed Downslink improvements – Update from Cllr Bowell (Supporting papers)
- 8.3 Fletchers Croft Car Park development - Update from Clerk
- 8.4 Steyning road safety issues – Update from Cllr Bowell
- 8.5 Recognising Steyning residents – (For example, Blue Plaques or benches adjacent Highways)– Report by Cllr Bowell

9.0 ALLOTMENTS

- 9.1 Allotments - Report from clerk (Supporting papers)
- 9.2 To discuss and agree date, time and actions for proposed Allotment clearance day – Update from Cllr Bowell



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10.0 INFORMATION/CORRESPONDENCE ITEMS

10.1 None at time of publication

11.0 DATE OF NEXT MEETING – 26th March 2019 at 7.30 pm.

John Fullbrook
Clerk to the Council