

Steyning Parish Council

Telephone: 01903 812042



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

www.steyningpc.gov.uk

Date Published – 24th January 2018

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 29th JANUARY 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 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 held on 27th November 2018
- 5.0 MATTERS ARISING FROM PREVIOUS MEETING**
Following items have been Actioned, or are on this Agenda or are Ongoing and therefore do not need to be discussed
 - 5.1 A/18/63.1** Clerk to supply contractor details regarding Bench provision at MPF - **Actioned**
 - 5.2 A/18/63.2** Clerk to distribute letter regarding MPF Flint wall disrepair to Councillors - **Actioned**
 - 5.3 A/18/63.3** Vehicular access to the MPF using Car Park gate – **Actioned**
 - 5.4 A/18/63.3** Copy of Access notice to Cricket club - **Actioned**
 - 5.5 A/18/63.5** Upgrade of strimming equipment for caretakers required – **See Agenda item 7.9**
 - 5.6 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**
 - 5.7 A/18/63.8** Clerk / Cllr Bowell to look at two options for budget planning concerning Street cleaning - **Ongoing**
 - 5.8 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
 - 5.9 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**
 - 5.10 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**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

- 5.11 **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**
- 5.12 **A/18/65.4** Clerk to arrange Meeting with Grass cutting contractor and ensure Free cuts planned – **See Agenda item 7.4**
- 5.13 **A/18/65.5.1** Clerk to arrange Tree works to be carried out - **Actioned**
- 5.14 **A/18/65.5.2** Tree Risk Management survey that will be discussed at the next Amenities Committee – **Actioned – See Agenda item 7.5**
- 5.15 **A/18/65.6** Clerk to work with Mr Brown re Tree felling works – **See Agenda item 7.6 & 7.7**
- 5.16 **A/18/65.7** Clerk to insure link sent to Mr Brown for HDC Arboroculturist - **Actioned**
- 5.17 **A/18/66.1** Cllr Muncey to continue to make application for rights of way on the Wiston Estate - **Actioned**
- 5.18 **A/18/66.2** Council asks West Sussex County Council to review the Steyning ‘Parking Calculator’ - **Actioned**
- 5.19 **A/18/66.3** Fletchers Croft Car Park - Clerk to continue to chase, and to inform Steyning Centre users as to start date - **Actioned**
- 5.20 **A/18/66.4** Steyning road safety issues – Proposals rejected at CLC meeting – **See Agenda item 8.4**
- 5.21 **A/18/67.1** Allotment items to be discussed at next Meeting – **Actioned – See Agenda item 9.1**

Following Matters arising for discussion

- 5.22 **A/18/65.5.3** Clerk to check insurance cover if chippings used on pathways – **Update from Clerk**

6.0 FINANCE

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

7.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE

- 7.1 Fletcher Croft Playground development – Update from Clerk (Supporting papers)
- 7.2 Adult exercise equipment provision – Update from Clerk (Supporting papers)
- 7.3 MPF Multi-play (e.g. Basketball) facility enhancement – Update from Clerk (Supporting papers)
- 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 – To discuss and agree planned works following site visit (Supporting papers)
- 7.7 Steyning Community Orchard – Tree planting plans – For councillors to discuss (Supporting papers)
- 7.8 To discuss and agree permissions to use the MPF for two events (Supporting papers)
- 7.9 Upgrade of strimming equipment for caretakers required – To discuss and agree the preferred option (Supporting papers)
- 7.10 Car park Flint wall repairs – Update from Clerk

8.0 HIGHWAYS

- 8.1 Rights of way – Update from Clerk
- 8.2 Proposed Downlink 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 To discuss and agree Power washing of High street for 15 Hours x £38 per hour - £570.00
- 8.6 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

10.0 INFORMATION/CORRESPONDENCE ITEMS

- 10.1 Road closure Notice (Supporting paper)

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

John Fullbrook

Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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