

Steyning Parish Council



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

www.steyningpc.gov.uk

Telephone: 01903 812042

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**TO ALL MEMBERS OF THE PREMISES COMMITTEE
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING
AT THE STEYNING CENTRE ON TUESDAY 3rd JULY 2018 AT 7.30PM**

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 a 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 into the main electrical power supply of the Steyning Centre must be PAT tested.

AGENDA

- 1.0 Apologies for absence** – to receive and consider apologies for absence
- 2.0 Declarations of Interest** – to receive and consider declarations of interest
- 3.0 Questions from the floor** – to receive questions from members of the public regarding items on the agenda.
- 4.0 Minutes of the previous meeting** – to agree and sign the minutes of the meeting of 5th June 2018.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1-07.1** Further letter sent to tennis club re Toilet being more accessible.
 - 5.2-07.2** New signage – Agenda Item
 - 5.4-07.4** Planning application for windows- update
- 6.0 Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
 - 6.1** Report for film nights
 - 6.2** New Caretaker – update and confirm contract following 3 month probation period
 - 6.3** Steamer in Coombe Court Kitchen – Further information.



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 7.0 Cricket Pavilion, Bowling and Tennis Club Houses and High Street Toilets**– to discuss any issues arising
- 7.1** Work to resolve emersion tripping switch at pavilion - work is complete
- 7.2** Clarify the end of year income and expenditure for the Pavilion.
- 7.3** Discuss any suggestions for improving income for the Pavilion
- 8.0 Financial items** – to receive details of Income & Expenditure for the Steyning Centre.
- 8.1** To agree and sign the post accruals Income & Expenditure Report for March 2018
- 8.2** To sign the Income and Expenditure report for April and May 2018
- 8.3** To discuss and agree the quotes for signage for the Steyning centre
- 8.4** Re-evaluation of the Asset Register
- 9.0 Correspondence** – to discuss incoming correspondence
- 10.0 Date of the next meeting** – Tuesday 4th September 2018 at 7.30pm

John Fullbrook
Clerk to the Council

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING



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