

Steyning Parish Council



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

www.steyningpc.gov.uk

Telephone: 01903 812042

**TO ALL MEMBERS OF THE PREMISES COMMITTEE
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING
AT THE STEYNING CENTRE ON TUESDAY 8TH MAY 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 3rd April 2018.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1–111.1** Rampion date for next round of grants –update
 - 5.2–111.2** Letter re sent to tennis club re Toilet being more accessible. Awaiting reply
 - 5.3–111.3** New signage – Agenda Item
 - 5.4–111.4** Report from Steyning so & sews - ongoing
 - 5.5–102.3** Pavilion income and expenditure - Agenda Item
 - 5.6–114.2** Blinds for committee room 3 - Done
 - 5.7–114.3** Fire alarms at pavilion installed
 - 5.8–114.4** Planning application for windows- update
 - 5.9–114.5** Clock purchased and installed
- 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



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
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6.2 New Caretaker – Update

6.3 Coffee Machine - Update

7.0 Cricket Pavilion, Bowling and Tennis Club Houses and High Street Toilets– to discuss any issues arising

7.1 Investigation of emersion tripping switch at pavilion – information .

7.2 End of year income and expenditure for the Pavilion.

8.0 Financial items – to receive details of Income & Expenditure for the Steyning Centre.

8.1 To sign the Income & Expenditure Reports for March 2018

8.2 Leaflet holders – To discuss and agree leaflet holders for the foyer.

8.3 Signs for Steyning Centre – to discuss quote and view samples

9.0 Correspondence – to discuss incoming correspondence

10.0. Date of the next meeting – Tuesday 5th June 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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