

Steyning Parish Council



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

www.steyningpc.gov.uk

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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 4TH JUNE 2019 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 2nd April 2019.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1-98.1** Horsham District Year of Culture – a new production, Arthurs Dreamboat booked for 26th October 2019. Information
 - 5.2-98.2** Contractor for Bus Shelter tiles – work has been ordered.
 - 5.3-98.3** Rebuilding Cost Assessment – update and information
 - 5.4-98.4** LED lighting companies to supply prices for phased work from replacement lighting to include the committee rooms in the first phase. -update is agenda item 9.2
 - 5.5 -98.5** Letter of thanks sent to Roger Toms
 - 5.6- 98.6** Chairs – Arriving week commencing 17th June
 - 5.6- 102.1** Letter sent to User group
 - 5.7-102.3** Letter sent to user group and deep clean of kitchens booked for 28th May.



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.0 Proposal from Film Society** – To discuss proposal request from Film Society (2 members of the film society will be attending to answer any queries))
- 6.1** Proposal from Film Society was sent as a supporting paper with the agenda.
- 7.0 Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
- 7.1** Report for film nights
- 7.2** Coffee Machine Report
- 7.3** Hall and Room Rentals
- 8.0 Cricket Pavilion, Bowling and Tennis Club Houses and High Street Toilets**– to discuss any issues arising
- 8.1** Unauthorised advertising on the Bus Shelter
- 8.2** Making good and painting the rear door on the bus shelter
- 8.3** Investigating if the public toilet seats and general environment can be made more user friendly to residents, visitors and tourists
- 8.4** Power washing the bus shelter floor and making good any floor deficiencies
- 8.5** Clearing out and thoroughly cleaning the area behind the gate at the rear of the bus shelter
- 9.0 Financial items** – to receive and discuss financial matters
- 9.1** To agree the Income and Expenditure report for April 2019
- 9.2** Report from The Green Light Company UK – to discuss and agree
- 9.3** Discuss and Agree replacement of Fire door to Saxon Room
- 9.4** Projects – prioritising and setting up project team
- 10.0 ATM Discussion Paper** - to discuss the paper circulated to councillors further to the last meeting
- 11.0 Correspondence** – to discuss incoming correspondence
None at time of printing
- 12.0 Date of the next meeting** – Tuesday 2nd July 2019

John Fullbrook
Clerk to the Council

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



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