

Steypning Parish Council



The Steypning Centre, Fletcher's Croft, Steypning,
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TO ALL MEMBERS OF THE STEYNING NEIGHBOURHOOD PLAN (SNP) STEERING GROUP COMMITTEE

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
THURSDAY 7th 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 Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning 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 Steypning 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 members of personal interests in matters on the agenda, and whether the Member 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 for the public to make representations; (2 minutes per person) answer questions or give evidence in respect of any item of business on the agenda, in accordance with Standing Orders.
- 4.0 MINUTES OF THE PREVIOUS MEETINGS** – To agree the minutes of the Meeting held on the 20th November 2018
- 5.0 MATTERS ARISING AND ACTIONS FROM THE MINUTES** – To confirm matters arising and report actions brought forward from previous meetings
 - 5.1** Community plan Leaflet finalised and delivered – **Actioned**
 - 5.2** Horsham District 8-point question and answers completed and published (web site) – **Actioned**
 - 5.3** Draft Vision statement finalised and published (web site) – **Actioned**
 - 5.4** Web site contents updated to include N. P. Agenda's and Minutes – **Actioned**
 - 5.5** Clerking assistance for N.P. public meetings - **Actioned**
- 6.0 VISION STATEMENT**
 - 6.1** To discuss and agree a review of the statement to be completed the week beginning 4th March 2019



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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7.0 NEXT POP UP EVENT AND COMMUNITY ENGAGEMENT

7.1 Update on meeting with Steyning Business Chambers and other High street commercial concerns
– Report from RB/TL

7.2 To discuss and agree ideas relating to next pop up event

7.3 To discuss and agree the promotion of site allocations from key stake holders

8.0 NEIGHBOURHOOD PLAN SURVEY

8.1 Awaiting En-plans guidance on next survey. (The report from the previous survey is now published on the web site)- Update from RB

9.0 NEIGHBOURHOOD PLAN CONSULTANTS

9.1 First En-plan workshop with steering group a great success and notes from meeting to be discussed with assigned tasks to be confirmed

10.0 LOCALITY AND FINANCE

10.1 The Councils 2019/20 Budget has been agreed and the Neighbourhood plan income and expenditure for the next financial year to be updated by Cllr Lloyd

10.2 To discuss and agree any invoices from En-plan or elsewhere

11.0 ACOM UPDATE

11.1 To update and discuss

12.0 ANY OTHER URGENT BUSINESS

13.0 INFORMATION/CORRESPONDENCE ITEMS

13.1 Update on HDC conference

13.2 Neighbouring Parish NP events updates

13.3 Update on returned Leaflets

13.4 Correspondence received and update on replies

14.0 DATE OF NEXT MEETING – 27th March 2019

John Fullbrook
Clerk to the Council



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Deputy Clerk: Hazel Roxby

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