

Steyning Parish Council

Telephone: 01903 812042



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

www.steyningpc.gov.uk

Published 5th October

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 11th OCTOBER 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 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**
 - 4.1** To agree and sign the minutes held on the 10th September as a correct record
- 5.0 MATTERS ARISING AND ACTIONS FROM PREVIOUS MEETINGS**
 - 5.1** Any matters arising not dealt with under the following Agenda items will be highlighted by the Chair of the Meeting
- 6.0 MAIL DROP PROMOTION**
 - 6.1** Report on agreed direction of Mail drop promotion from last workshop meeting
 - 6.2** To discuss and agree the way forward concerning the Flyer content – Provisional so far includes - Page 1 - intro, Page 2 - Diagram Plan timeline and status update, Page 3 - Request for volunteers and areas of interest + call for sites, Page 4 continued focus of the current questionnaire for the vision statement
 - 6.3** To discuss and agree distribution of Flyer



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

7.0 FARMERS MARKET POP-UP EVENT

7.1 To detail SNP members responsibilities leading up to the next pop-up event due to take place on the 3rd November

8.0 NEIGHBOURHOOD PLAN SURVEY

8.1 To discuss progress made on the survey to date to include engaging with the younger social demographic and the feedback so far

9.0 NEIGHBOURHOOD PLAN CONSULTANTS SELECTION PROCESS

9.1 To update on the selection process and the finalization of the Agreement

10.0 LOCALITY

10.1 Any update on the latest situation with regards to the Locality

11.0 VISION STATEMENT

11.1 Draft Vision Statement Update including survey report

12.0 AECOM CONFERENCE

12.1 Report from RB on the conference due with Aecom on the 16th October 2018

13.0 THE CALL FOR SITES

13.1 Update on list of interested parties so far and on Banner promotion

14.0 ANY OTHER URGENT BUSINESS

15.0 CORRESPONDENCE AND INFORMATION ITEMS

16.0 DATE OF NEXT MEETING – 20th November 2018

John Fullbrook
Clerk to the Council