

Steyning Parish Council

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

www.steyningpc.gov.uk

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TO ALL MEMBERS OF THE AMENITIES COMMITTEE: - Cllrs S. Sullivan, Campbell, Goldsmith, Lloyd, Ray, Taylor & Young.

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON

TUESDAY 25th JUNE 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 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 councillors of personal interests in matters on the agenda, and whether the Councillor 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 the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. Please note that under new Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded in the minutes, which are made available to the public, and also note that other members of the public could be making audio recordings for their own purposes.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors' to agree and sign the minutes of the Amenities Committee meetings held on the 25th April and the 28th May 2019 (Supporting Papers)
- 5.0 MATTERS ARISING FROM PREVIOUS MEETING**
 - 5.1 A/19/3.2.1** Is there going to be hardcore placed on path by Rublees for walkers ? – Clerk to update
 - 5.2 A/19/3.2.2** Notice board quote and drawing from Allotment Association to be provided for next Meeting – See Agenda item 9.2
 - 5.3 A/19/4.1** Meeting with SCO to be convened prior to next Amenities meeting – **Actioned**
 - 5.4 A/19/4.2** Previous Hedgerow group recommendations and some updates to be distributed to Amenities members – **Actioned**
 - 5.5 A/19/4.3** Grass cutting contractors made aware once more of additional cut – **Actioned**
 - 5.6 A/19/4.4.1** New tree schedule report sent round to all Amenities members for information – **Actioned**
 - 5.7 A/19/4.4.2** Andrew Gale and Bowling club to provide information regarding Sycamore tree – See Agenda item 8.1
 - 5.8 A/19/4.4.3** Tree Warden to make contact with resident – re possible planting of memorial tree – **Ongoing**
 - 5.9 A/19/4.4.4** MPF Orchard Cherry tree fungal growth reported and action required – See Agenda item 8.1
 - 5.10 A/19/4.4.5** Clerk to gain costs for other tree works as per Tree wardens report – **Actioned/Ongoing**
 - 5.11 A/19/4.5** A working party is to be set up to discuss Memorial Bench installation policy – **Ongoing**
 - 5.12 A/19/4.6** Cllrs Ray and Goldsmith to liaise with MPF Sports clubs to coordinate pitch and changing room usage – Update from Cllrs



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- 5.13 A/19/5.3 Fallen Flint wall adjacent MPF – Further letter to be sent and previous correspondence sent to all Amenities members – Update from Clerk
- 5.14 A/19/5.10 Clerk to distribute letter that had been sent to Police commissioner – **Actioned**
- 5.15 A/19/5.14 Clerk to ensure donation made to Steyning Scouts – **Actioned**
- 5.16 A/19/6.1 Clerk to email around what Accrual amount relates to - line 4310 – Update from Clerk
- 5.17 A/19/6.2 Bin rationalising working party to be set up by Cllr S. Sullivan – **See Agenda item Ongoing**
- 5.18 A/19/7.1 A working party be set up by Cllr S. Sullivan to investigate a solution to Allotment water supply issues - **Ongoing**
- 5.19 A/19/8.1 Rights of Way - Applications for new designations - item deferred – See Agenda item 7.1
- 5.20 A/19/8.2 Clerk to send round paperwork related to Fletchers Croft Car parking development - **Actioned**
- 5.21 A/19/8.3 Oak Fence on corner of High street renewal – See Agenda item 7.3
- 5.22 A/19/8.4 Car Park electronic signage – possible installation from HDC – See Agenda item 7.4
- 5.23 A/19/9.1 Temporary Play park notices to be displayed - **Actioned**

6.0 FINANCE

- 6.1 To agree Income & Expenditure reports for May 2019 – (Supporting papers)
- 6.2 Projects - prioritising and setting up project team(s).

7.0 HIGHWAYS

- 7.1 Rights of way – To discuss and agree the need for an ongoing working party to move this process forward and to see if ‘experienced’ residents could be invited to attend.
- 7.2 Overgrowth on public footpaths – Cllr S. Sullivan
- 7.3 Oak fence renewal on corner of High street – Update from Clerk
- 7.4 Car Park electronic signage – Update from Clerk
- 7.5 Electric charging points for Cars

8.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE

- 8.1 Report from Clerk on Meeting with Tree Surgeon, and to discuss and agree any actions (Supporting papers)
- 8.2 To discuss and agree Play Park notice boards – Report from Clerk / Cllr Goldsmith (Supporting papers)
- 8.3 Steyning Community Orchard and Hedgerow group – Update following Walk round with Association members
- 8.4 Report on Fletchers Croft Fit Zone Opening – Update from Clerk (Supporting papers)
- 8.5 Grass cutting contract – Update from Clerk
- 8.6 Bowls club – request for use of MPF regarding access for event – to discuss and agree (Supporting papers)
- 8.7 Athletic Club request permission to use facilities for Roundhill romp event – 3rd July – To discuss and agree
- 8.8 Bin rationalisation – Cllr Campbell to update in advance of working party convening – (Supporting paper)
- 8.9 Basketball court opening on the MPF – Update from the Clerk
- 8.10 ‘Grand Tour’ of Playground facilities – Update from Cllrs Ray and Goldsmith (Supporting papers)

9.0 ALLOTMENTS

- 9.1 Allotments - Update from Clerk / Cllr Campbell on any proposed amendments to Tenancy Agreement
- 9.2 Allotments Notice board – to discuss and agree any renewal of notice boards (Supporting papers)

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 Letter from disappointed resident relating to playground equipment (Supporting paper)
- 10.2 Food Festival request (Supporting paper)

11.0 ITEMS FOR NEXT MEETING

- 11.1 To discuss and agree if there are any other items Councillors would like to see on next month’s Agenda

12.0 DATE OF NEXT MEETING – 23rd July 2019 at 7.30 pm.

**John Fullbrook
Clerk to the Council**



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