

Steyning Parish Council



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TO ALL MEMBERS OF STEYNING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL PARISH COUNCIL MEETING TO BE HELD ON
MONDAY 16th SEPTEMBER 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 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 used in the Steyning Centre and plugged into the main electrical supply must be PAT tested.

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

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and consider apologies for absence.
- 2.0 DECLARATIONS OF INTEREST** – 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 CHAIRMAN'S ANOUNCEMENTS**
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 24th July 19 and on the 2nd September 2019.
- 6.0 MATTERS ARISING AND ACTIONS** – to consider matters arising and actions from the Minutes of the previous meeting.
 - 6.1** FULL/19/36.9 Working party to be convened to discuss at greater length any amendments to policies
– **See Agenda item 11.1**
 - 6.2** FULL/19/36.10 Chair and Clerk to reassign committee memberships – **See Agenda item 16.1**
 - 6.3** FULL/19/36.11 Asset and Land register adoption deferred – **See Agenda item 11.1**
 - 6.4** FULL/19/36.12 Committee Terms of reference to be reviewed by Working practices group
– **See Agenda item 11.1**
 - 6.5** FULL/19/36.13 Steyning Parish Council Policies that were adopted en bloc to be reviewed by the Working practices Group – **See Agenda item 11.1**



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Deputy Clerk: Hazel Roxby

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- 6.6 FULL/19/39.1.2 Barriers at Corner of High street development – **Update from Cllr Barling**
- 6.7 FULL/19/45.6 Greening issues to become items for Premises and Amenities Agenda's – **Actioned**
- 6.8 FULL/19/45.6 SPC logo to go on literature produced by Greening society – Clerk to forward suggestions - **Ongoing**
- 6.9 FULL/19/54.1 Audit items agreement to be deferred to F&GP – **Actioned**
- 6.10 FULL/19/51.4.1 Response to HDC letter going out from Clerk within specified time - **Actioned**
- 6.11 FULL/19/51.6 Version 7 of the Briefing paper to be uploaded onto Web site - **Actioned**
- 6.12 FULL/19/51.7 Revised Neighbourhood Plan terms of reference to be distributed - **Actioned**
- 6.13 FULL/19/52.1 JPYC Minutes amendment by Clerk - **Actioned**
- 6.14 FULL/19/53.1 Article 4 Working party to convene to continue the work – **See Agenda item 11.1**
- 6.15 FULL/19/63.2 Council to affectively take the Agreed Community plan to Reg. 14 consultation – **Actioned**
- 6.16 FULL/19/64.3 Clerk to provide Neighbourhood plan Accounts for review at next F&GP - **Actioned**

- 7.0 **NEIGHBOURHOOD WARDENS' REPORT**
- 7.1 Neighbourhood Wardens report – (See supporting papers)

- 8.0 **REPORT FROM COUNTY COUNCILLOR**
- 8.1 Cllr David Barling– (WSCC) update

- 9.0 **SOFT SANDS REVIEW**
- 9.1 Cllr David Barling - update

- 10.0 **NEIGHBOURHOOD PLAN UPDATE**
- 10.1 Update from the Neighbourhood plan steering committee representative
- 10.2 To discuss and address the council's decision on the 2nd September to approve the community plan in view of recent developments and concerns that have arisen
- 10.3 To discuss and agree Councillors involvement in the Consultation process

- 11.0 **WORKING PARTY PRIORITISATION**
- 11.1 To discuss and agree the Council's priorities in terms of organizing the outstanding Working party Requirements (Also for consideration as well as what is noted above are Personnel, Steyning Centre LED, Freedom of information, Soft Sands and Public Rights of Way Working Parties) – Update from Clerk

- 12.0 **REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**
- 12.1 Cllr Tim Lloyd – (HDC) update
- 12.2 Cllr Bob Platt – (HDC) update
- 12.3 Cllr Rodney Goldsmith – (LAT) update
- 12.4 Cllr Rodney Goldsmith – (HALC/ SALC/NALC) update
- 12.5 Cllr Chris Young – Isolation and Loneliness / PPG update
- 12.6 Cllrs Liz Trundle/ Cllr Saunders – 'Steyning Greening' group update
- 12.7 Cllrs Cree and Rudkin – Joint Parishes Cemetery Committee update
- 12.8 Cllr S. Sullivan – SCO Update
- 12.9 Cllrs Saunders and Taylor – Joint Parishes Youth Committee

- 13.0 **COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS – (See supporting papers)**
- 13.1 **Planning Committee** – To receive the minutes of the meetings held on the 22nd July & 19th August 2019.
- 13.2 **Amenities Committee** – To receive the minutes of the meeting held on the 23rd July 2019
- 13.3 **Premises committee** – To receive the minutes of the meeting held on the 3rd September 2019.
- 13.4 **Finance & General Purposes Committee**– To receive the minute of the meetings held on the 9th July '19 & 19th August 2019.

14.0 FREEDOM OF INFORMATION REQUESTS

14.1 Update from the Clerk

15.0 ELECTION OF SPC COUNCILLOR

15.1 Update from the Clerk

16.0 COUNCILLOR MEMBERSHIP ON COMMITTEES

16.1 To discuss and agree membership on the Premises committee

16.2 To discuss and agree membership and Chairmanship of the Planning committee

17.0 CORRESPONDENCE AND INFORMATION ITEMS

17.1 There have been Freedom of Information correspondence which are being dealt with under item 14.1

17.2 No further items

18.0 CONFIDENTIAL SESSION

To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3e to exclude the press and public on the grounds that the confidential matters to be discussed under item 18.1 below on the basis that it may involve disclosure of personal information which it would be inappropriate to put into the public domain.

18.1 To resolve that Cllr Paul Ray's absence from any further meeting of the council or of its committees be approved under s85(1) Local Government Act 1972 for a period of three months expiring 18 Dec '19 the next meeting of the Council or its committees after that being scheduled for 14 Jan 2020

19.0 DATE OF NEXT MEETING: 21st October 2019 at 7.30pm

John Fullbrook
Clerk to the Council