

Steyning Parish Council



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

www.steyningpc.gov.uk

Telephone: 01903 812042

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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 5TH NOVEMBER 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.
- 4.0 Minutes of the previous meeting** – to agree and sign the minutes of the meeting of 8th October 2019.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1-40.3** Bus shelter gutter repair to make the gutters straight – Ongoing .
 - 5.2 – 40.4** Follow up Letter to Barclays has been sent – a reply with further information is awaited and has been promised by Barclays.
 - 5.3-40.6** Prices for trade recycling has been requested – Update at item 8.2.
 - 5.4-40.7** Quotes for toilet seats for High Street toilets - ongoing
 - 5.5 – 40.8** Business Card stand -ordered
 - 5.6 – 42.4** Deputy Clerk to contact Football and Rugby teams for possible changing room use – ongoing
 - 5.7 – 43.2** LED lighting companies to supply prices for phased work for replacement lighting to include the committee rooms in the first phase. - ongoing

- 6.0 Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
- 6.1** Report for film nights – none
- 6.2** Coffee Machine Report - October
- 6.3** Hall and Room Rentals - October
- 6.4** Puppet show report
- 7.0 Cricket Pavilion, Bowling and Tennis Club Houses, Steyning Centre and High Street Toilets**– to discuss any issues arising
- 7.1 High Street toilets**
Deputy Clerk to investigate special floor paint for High Street Toilets – Ongoing
Signs for urinal - ongoing
- 7.2 Memorial Playing Field**
Deputy Clerk to request quotes for galvanised gutters at changing rooms – ongoing
- Steyning Centre**
- 7.3** Sound system checked and appears to be working well.
ATM – follow up actions – ongoing
- 7.4** Research Link Cash points - ongoing
- 8.0 Financial items** – to receive and discuss financial matters
- 8.1** To agree the Income and Expenditure report for July, August and September 2019
- 8.2** To discuss price options for recycling facilities for the Steyning Centre
- 8.3** To discuss request for better Wifi in Coombe Court and Saxon room
- 8.4** Projects – to prioritise and set up project team if any new projects are noted.
- 9.0 Premises Budget for 2020-2021**
- 9.1** To discuss proposal for budget requirements for 2020-2021
- 10.0 Happy to Chat – Isolation and loneliness initiative**
- 10.1** To receive and discuss proposal for a 'Happy to Chat' bench in the Bus Shelter at no cost to the Parish Council.
- 11.00 Correspondence** – to discuss incoming correspondence
None at time of printing

Date of the next meeting – Tuesday 3rd December 2019

John Fullbrook

Clerk to the Council

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