

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 18th NOVEMBER 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 ANNOUNCEMENTS**
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 21st October 2019.
- 6.0 MATTERS ARISING AND ACTIONED FROM THE MINUTES OF PREVIOUS MEETING**
 - 6.1** FULL/19/91.2 Clerk to send out copy of email sent to resident - **Actioned**
 - 6.2** FULL/19/91.8 Clerk to put electric Car charging latest on Web Site - **Actioned**
 - 6.3** FULL/19/93.1 Clerk to put isolation and loneliness paper on Web site and advertise posters when done – **Actioned**
 - 6.4** FULL/19/95.1 Soft Sands review meeting to be convened, date to be arranged - **Actioned**
 - 6.5** FULL/19/97.1 Polling district review – Clerk to feed back decision to HDC – **Actioned**
 - 6.6** FULL/19/97.2 Bowls Club Lease review – **See Agenda item 10.1**
 - 6.7** FULL/19/99.2 24th September Amenities Minutes amended - **Actioned**
 - 6.8** FULL/19/99.3 October 8th Premises Minutes adopting deferred – **See Agenda item 13.3**
 - 6.9** FULL/19/100.1 Cllr Campbell elected as Chairman of Amenities committee - **Actioned**
 - 6.10** FULL/19/101.2 Code of conduct policy deferred to F&GP EOM by Clerk - **Actioned**
 - 6.11** FULL/19/105.1 Cllr Taylor's leave of absence granted, and Cllr Taylor informed – **Actioned**
 - 6.12** FULL/19/106.1 8-week trial for increased admin assistance - **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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MATTERS ARISING AND ONGOING FROM THE MINUTES OF THE PREVIOUS MEETING

- 6.13** FULL/19/72.1 Working party to be convened to discuss policies by Cllr Goldsmith - **Ongoing**
- 6.14** FULL/19/72.4 Working party to be convened to discuss committee terms of reference by Cllr Goldsmith - **Ongoing**
- 6.15** FULL/19/72.8 SPC logo to go onto literature produced by Greening Society - **Ongoing**
- 6.16** FULL/19/72.14 Article 14 Working party to be convened by Cllr Goldsmith - **Ongoing**
- 6.17** FULL/19/73.1 PCSO to attend next Full Council meeting – **Ongoing**
- 6.18** FULL/19/77.2 Full working parties list to be prioritised by Chair and Vice Chair - **Ongoing**
- 6.19** FULL/19/91.12 FOI Panel to meet – **Ongoing**
- 6.20** FULL/19/101.2 Code of Conduct policy amendments - **Ongoing**

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 NEIGHBOURHOOD PLAN UPDATE

- 9.1** Update from the Neighbourhood plan steering committee representative

10.0 FINANCE MATTERS (Supporting Papers)

- 10.1** Steyning Bowling Club Lease – To agree recommendation from F&GP committee to approve new Lease
- 10.2** To receive the recommendation from JPYC and to discuss and agree that Council agrees with this recommendation to extend the current Youth Service provider's contract for three years, and to discuss and agree the Youth Service MOU for the next financial year - that is 2020/21
- 10.3** To discuss and agree to an additional £5,000 be Earmarked to be put towards the Neighbourhood plan process from SPC reserves

11.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 11.1** Cllr Tim Lloyd – (HDC) update
- 11.2** Cllr Bob Platt – (HDC) update
- 11.3** Cllr Rodney Goldsmith – (LAT) update
- 11.4** Cllr Rodney Goldsmith – (HALC/ SALC/NALC) update
- 11.5** Cllr Chris Young – Isolation and Loneliness / PPG update
- 11.6** Cllrs Liz Trundle/ Cllr Saunders – 'Steyning Greening' group update
- 11.7** Cllrs Cree and Rudkin – Joint Parishes Cemetery Committee update
- 11.8** Cllr S. Sullivan – SCO Update
- 11.9** Cllrs Saunders – Joint Parishes Youth Committee
- 11.10** Cllrs Hanson and Cree – Update on Soft Sands working party
- 11.11** Cllr Campbell – Update on Wardens Steering Group
- 11.12** Cllrs Cree and Young – South Downs National Park

12.0 COUNCILLOR ATTENDANCE

- 12.1** To discuss and agree Councillor attendance records being uploaded onto the SPC web site

13.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS – (See supporting papers)

- 13.1** **Planning Committee** – To receive the Draft minutes of the meetings held on the 28th October 2019.
- 13.2** **Amenities Committee** – To receive the Draft Minutes of the meeting held on the 29th October 2019.
- 13.3** **Premises committee** – To receive the Minutes of the meeting held on the 8th October and Draft Minutes for the meeting on the 5th November 2019.
- 13.4** **Finance & General Purposes Committee** – To receive the Non – confidential Minutes of the meetings held on the 8th and 23rd October 2019.

14.0 COMMITTEE AND OUTSIDE BODY REPRESENTATION

14.1 To discuss and agree to appoint Councillor Norcross onto Committee's

14.2 To discuss and agree councillor representation onto Joint Parishes Youth Committee

15.0 COMMUNITY MATTERS

15.1 To discuss and agree the recommendation from Premises Committee for Council to support a 'Happy to chat' bench (Supporting papers)

15.2 To discuss and agree whether Steyning Parish Council declare a 'Climate Emergency'
– Report from Cllr Saunders (Supporting papers)

16.0 CORRESPONDENCE AND INFORMATION ITEMS

16.1 None at time of writing

17.0 DATE OF NEXT MEETING: 16th December 2019 at 7.30pm

John Fullbrook
Clerk to the Council