

Steyning Parish Council

Telephone: 01903 812042



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, Alexander, Goldsmith, Lloyd & Young.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 26th NOVEMBER 2019 AT 7.30 PM IN THE STEYNING CENTRE**

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 29th October 2019 (Supporting Papers)
- 5.0 TREE PLANTING AND LANDSCAPING PROPOSALS FOR ABBEY ROAD.** (Supporting papers)
 - 5.1** *The Committee resolves that it wishes to work with the community to enhance the ecological and amenity value of the Council's land known as Abbey Road Village Green (ARVG) and being fully mindful that the land is dedicated to sport and recreational purposes it will aim to enhance the fauna and flora while enhancing carbon sequestration and encouraging greater use of this asset by all sections of the community.*

In furtherance of this aim the Committee:-
 - 5.2** *Authorises the establishment of two lengths of new hedgerow extending to approximately ninety linear metres on ARVG on the North side of Abbey Road (ARVG North). The approximate location of the new hedgerows is shown marked A-E and D-C on the sketch plan forming part of the supporting papers. The hedgerow plants are to be provided by representatives of the "Trees for Steyning" Community Group which must work with the Council's Clerk and the two councillor representatives (Sarah Sullivan and Paul Campbell) to agree precise locations and extent, species, and all health and safety protocols which must be formally signed off by the Clerk before work starts.*
 - 5.3** *Directs the Clerk to obtain quotes for such work as is required to remove the self-seeded trees and saplings within the "winter pond" area with the aim of preventing this area of valuable habitat from being lost.*
 - 5.4** *Supports the principle of well-spaced specimen trees being planted broadly parallel to, and close to, Abbey Road and authorises the working party to explore financing options including grants and the establishment of a memorial donation scheme. The working party is also requested to produce a location and species plan with a view to future approval by the Committee and particularly having in mind the need not to adversely affect the use of ARVG on the South side of Abbey Road (ARVG South) for sporting use.*



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

5.5 *In order to encourage greater sporting use directs the Clerk to ensure that the new grass cutting contract scheduled to commence in 2020 makes provision for the sports area of ARVG South being mown once per week (currently it is once per fortnight).*

5.6 *Directs the Clerk as a courtesy to send a copy of the resolution (if passed) to the occupiers of the six houses overlooking the south eastern boundary of ARVG North.*

5.7 *Welcomes in principle the proposal from the Orchard Group for ARVG South and directs the Trees Working Party to liaise with the Orchard Group to produce firm proposals and recommendations for the Committee*

6.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE (supporting papers)

6.1 Hedgerow group – Update - to include hedgerow trimming to be undertaken in the Allotments

6.2 Steyning Community Orchard - Update

6.3 To consider the tendering of the Grass cutting contract. – Update from Clerk

6.4 To consider, discuss and agree in principal the Fletchers Croft lease agreement

7.0 PROGRESS STATEMENT

7.1 A/19/53.1.1 Tree planting and Landscaping regarding Abbey Road working party set up - **Actioned**

7.2 A/19/54.1 September Minutes amended - **Actioned**

7.3 A/19/55.3 Projects – Cllr Goldsmith to gain provisional estimates - **Ongoing**

7.4 A/19/56.2 Play park notice boards – Clerk to hold process while circulating final versions - **Actioned**

7.5 A/19/56.2 Play park notice boards – Clerk to complete installation and write to other contractor – **Actioned**

7.6 A/19/39.3 Re-siting of the Council notice board - **Ongoing**

7.7 A/19/56.4 Clerk to pursue extra grass cut with contractor - **Actioned**

7.8 A/19/56.4 Clerk to consider new contract and bring to next Meeting – **See Agenda item 6.3**

7.9 A/19/56.5 Removal of concrete from MPF – Cllr Goldsmith providing specification - **Ongoing**

7.10 A/19/56.6 Allotment notice boards – Contractor to proceed and Clerk to assist process – **Ongoing**

7.11 A/19/56.8 Allotment tenancy agreement notice letter to be written and approved - **Ongoing**

7.12 A/19/56.10 Letter in support of Bramber Brook to be written by Clerk - **Ongoing**

7.13 A/19/57.1 A working party to be set up regarding Memorial gardens signage – **See Agenda item 8.2**

7.14 A/19/57.2 Electric charging points discussion – update from Cllr Lloyd

7.15 A/19/58.1 Wood stove pollution correspondence undertaken by Clerk - **Ongoing**

7.16 A/19/58.5 Cllr Goldsmith to approach shop owners regarding A – Board location - **Actioned**

7.17 A/19/58.6 Re-siting Council notice board - **Ongoing**

7.18 A/19/42.3 Tree Warden to contact resident re possible planting of memorial tree - **Actioned**

7.19 A/19/29.10 Working party to be set up to re Water issues at Allotments – **Update from Cllr S. Sullivan**

7.20 A/19/19.10 Next grass cutting contract Cllrs to consider Abbey road to be cut weekly – **See Agenda item 6.3**

7.21 A/19/29.26 Cllrs Goldsmith and Young to contact Saxon Weald re Norman's Way – **Update from Cllrs**

7.22 A/19/42.9 Rights of way working party to meet and Clerk to send out info. - **Ongoing**

7.23 A/19/30.7 Bin rationalisation on the MPF – Clerk to obtain quotes – **Clerk to update**

7.24 A/19/32.3 Parking restrictions a possibility near Fletchers Croft - **Update from Cllr Goldsmith**

7.25 A/19/42.26 Tree risk management strategy survey awaited - **Ongoing**

7.26 A/19/42.26 Cllr Goldsmith to check on Flint wall repair and inform Clerk – **Update form Cllr Goldsmith**

7.27 A/19/43.3.2 Cllr Goldsmith to liaise with Cricket club and Clerk in terms of soil for MPF holes - **Ongoing**

7.28 A/19/46.3 SSE light proposal in High street – Clerk to liaise with the Steyning Society - **Ongoing**

7.29 A/19/47.2.1 Hedgerow working party to meet up in October - **Ongoing**

7.30 A/19/47.5.3 Clerk to produce a maintenance schedule for the SPC playgrounds - **Ongoing**

7.31 A/19/47.7 Basketball Court official opening – plaque to be supplied - **Ongoing**

7.32 A/19/47.2.2 Cllr Goldsmith to liaise with Cricket club to ensure grass cutting payment made - **Ongoing**

7.33 A/19/48.3 Path installation request from Resident - **Ongoing**

8.0 FINANCE

8.1 To agree Income & Expenditure reports for October 2019 – (Supporting papers)

8.2 Committee to look at first draft Amenities budget paper - (Supporting papers)

9.0 HIGHWAYS & LIGHTING

9.1 To discuss and agree the Winter maintenance for Highways programme

9.2 To discuss and agree working party for signage for the Memorial Garden

10.0 INFORMATION / CORRESPONDENCE ITEMS

10.1 None at time of publication

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 – 26th November 2019 at 7.30 pm.

John Fullbrook
Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
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