

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 18th NOVEMBER 2019 AT 7.30PM

IN THE STEYNING CENTRE

Present: Cllrs Goldsmith (Chairman), Campbell, Cree, Hanson, Lloyd, Rudkin, Saunders, S Sullivan, G. Sullivan, Trundle, Northam, Norcross, Alexander and Young.

Clerk: John Fullbrook

Members of the Public: 19 {including Cllrs Bob Platt, David Barling and Wardens Michael and Paul}

Meeting commenced 7.30 pm

DRAFT MINUTES

FULL/19/105 CHAIRMAN'S ANNOUNCEMENTS

ACTIONS

105.1 The Chairman welcomed new Councillors Joanna Norcross and Simon Alexander to their first Full Council Meeting

FULL/19/106 APOLOGIES

106.1 No apologies for absence were received. Cllr Taylor on leave of absence.

FULL/19/107 DECLARATIONS OF INTEREST AND DISPENSATIONS

107.1 There were declarations of interest from Cllr S. Sullivan as lives adjacent the MPF and serves on the Steyning Community Orchard.

FULL/19/108 QUESTIONS FROM THE FLOOR

108.1.1 **Q** – Geoff Barnard - I'm pleased that Cllr Saunders has put forward a motion that suggests Steyning Parish Council declares a climate emergency. It is something that Greening Steyning have been trying to do by helping coordinate a campaign to urge County and District Councils across the south east to do so. Within a short time 80% of these councils have indeed declared a climate emergency and some Parish Councils have joined in too – with Lancing and Henfield declaring a Climate emergency recently. It sends a message upstairs to District, and County councils and the MP's that we are taking it seriously. Also, by way of a promotion we are hosting a hustings evening next Wednesday evening to see who our next MP might be

108.1.2 **A** – Chairman - Thank you

108.2.1 **Q** – Nick Whitchurch – On the 8th October I sent in a Freedom of information request and still await a reply – It was a follow up on the Councils refusal to release the letter from the ICO dated 7th June 2018 and perhaps fairly so, to protect names of individuals under GDPR, my more recent letter is simply requesting a



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recital of those matters of concern with names redacted be released. I feel some of the concerns of local residents would be allayed if the ICO officers' concerns appear to be no-longer relevant. I do however think another refusal for a simple recital would only strengthen residents' concerns

108.2.2 **A- Chairman - Didn't realise it had been so long**

108.3.1 **Q- Mike Kelly - Follow up question – I'm still awaiting answers to the three questions I put to the Chairman.**

108.3.2 **A – Chairman – I brought the answers to the last F&GP meeting as I expected to see you, but you weren't there. And unfortunately, I haven't got them with me tonight. Did you want me to write to you instead?**

108.3.3 **Q - I would prefer you write**

FULL/19/109 MINUTES OF PREVIOUS MINUTES

109.1 Cllr Goldsmith **Proposed**, Cllr S. Sullivan **seconded** the draft minutes of the meeting held on the 21st October 2019 be agreed as a true and accurate record of proceedings.
Agreed

FULL/19/110 MATTERS ARISING AND ACTIONS

110.1 FULL/19/91.2 Clerk to send out copy of email sent to resident – **Actioned** **CLERK**
Cllr Campbell suggested the Clerk reinvigorate the web site page with FOI questions and answers and that this email sent start the process – Clerk to action

110.2 FULL/19/91.8 Clerk to put electric Car charging latest on Web Site - **Actioned**

110.3 FULL/19/93.1 Clerk to put isolation and loneliness paper on Web site and advertise posters when done - **Actioned**

110.4 FULL/19/95.1 Soft Sands review meeting to be convened, date to be arranged – **Actioned / Ongoing**

110.5 FULL/19/97.1 Polling district review – Clerk to feedback decision to HDC – **Actioned**

110.6 FULL/19/97.2 Bowls Club Lease review – **See item 114.1**

110.7 FULL/19/99.2 24th September Amenities Minutes amended – **Actioned**

110.8 FULL/19/99.3 October 8th Premises Minutes adopting deferred – **See Agenda item 13.3** – Not discussed **CLERK**

110.9 FULL/19/100.1 Cllr Campbell elected as Chairman of Amenities committee - **Actioned**

110.10 FULL/19/101.2 Code of conduct policy deferred to F&GP EOM by Clerk – **Actioned**

110.11 FULL/19/105.1 Cllr Taylor's leave of absence granted, and Cllr Taylor informed – **Actioned**

110.12 FULL/19/106.1 8-week trial for increased admin assistance - **Actioned**

110.13 FULL/19/72.1 Working party to be convened to discuss policies by Cllr Goldsmith – **Ongoing** **Cllr Goldsmith**

110.14 FULL/19/72.4 Working party to be convened to discuss committee terms of reference by Cllr Goldsmith - **Ongoing** **Cllr Goldsmith**

110.15 FULL/19/72.8 SPC logo to go onto literature produced by Greening Society-**No action required**

110.16	FULL/19/72.14	Article 14 Working party to be convened by Cllr Goldsmith - Ongoing	Cllr Goldsmith
110.17	FULL/19/73.1	PCSO to attend next Full Council meeting – Ongoing	CLERK
110.18	FULL/19/77.2	Full working parties list to be prioritised by Chair and Vice Chair - Ongoing	Cllr Goldsmith
110.19	FULL/19/91.12	FOI Panel to meet – Ongoing	CLERK
110.20	FULL/19/101.2	Code of Conduct policy amendments - Ongoing	Cllr Campbell
FULL/19/111	NEIGHBOURHOOD WARDENS REPORT		
111.1	{The Full report summary is available on the Web Site} In addition – Two youths who were involved with recent Graffiti issue have been partially identified and Police aware. Police also aware of the Coop shop lifting issue. SBUP email address seems to work – better certainly than the phone answer machine – Clerk to ensure link is on the SPC web site Would it be possible to separate Drugs and Alcohol related issues? – Yes, but we are probably best to agree this at the Steering group meeting Roughly how often do Wardens complete foot patrols? – Daily, but these are completed in different zones on different days- this is another one to be discussed at Steering committee. The HDC are able to assist with Graffiti removal as a nominal charge – by way of information		CLERK
FULL/19/112	REPORT FROM COUNCILLOR BARLING {County Councillor representative}		
112.1	- CLC meeting 19th November – 7pm at Ashurst village hall – will be discussing TRO reporting - Gas Works on Bostal Road – until approx. 20th December – We have arranged for it to be open for the Christmas shopping evening - Improving local places document from WSCC to be distributed by Clerk - Dangerous felled tree removed from Bramber roundabout very quickly - Cllr Cree asked if David condemned bullying, harassment, abusive and obscene language and condemned false and defamatory statements on Facebook – Cllr Barling replied 100% yes. - Cllr Campbell asked if Cllr Barling had considered further a possible TRO for double yellow lines near the Fletchers Croft access as it is dangerous, and also wondered why displacement of parking issues monitoring was not considered more when car park development projects were being promoted at HDC three years ago – With hindsight Cllr Barling said, he would have objected more, but also has always pressured for better enforcement on parking issues. Also didn't want to waste TRO opportunities on small schemes when larger schemes could be pushed for. If the Parish council wants to pursue an idea Cllr Barling said he would endeavour to back the idea. – To go on Amenities committee		CLERK
FULL/19/113	NEIGHBOURHOOD PLAN UPDATE		
113.1	Cllr Campbell read out a report that the Clerk will upload to the web site to sit with the minutes – it being a summary of achievements and work completed in regard to the Neighbourhood plan consultation period.		CLERK

113.2	In relation to the Full Council EOM planned for the 27 th November – The reason for it is to ensure Council can meet the deadline of the approval of a Neighbourhood plan Reg 15 submission. Cllr Campbell suggested the main issue to be discussed would be whether Council decides to lodge with Horsham the Plan as it is now drafted, or whether the Local Green Space component should be removed before it is lodged or whether Council decides to not approve a plan at all.	CLERK
113.3	Cllr Campbell also raised an issue relating to Data protection that he asked if Chair could consider talking about later in the meeting and in Confidential session. Chairman agreed.	
FULL/19/114	FINANCIAL MATTERS	
114.1	Steyping Bowling club Lease – This item was deferred	CLERK
114.2.1	The Clerk and Cllr Saunders updated on the Joint Parish Youth Committee meeting dated 14 th November and that a three-year youth service provision contract and MOU was recommended for approval to all three Parish Councils. Cllr Campbell pointed out a number of amendments were required.	
114.2.2	Cllr Northam proposed, seconded by Cllr Lloyd that Cllr Campbell's report is to be circulated by the Clerk tomorrow (19 th Nov.) and to invite comments by this Friday morning and to invite comments from the Bramber and Upper Beeding Parish Council's by the 2 nd December and Cllr Norcross to support the Clerk in the writing of a letter of instruction to the solicitors and we ask the solicitors to draft a letter of intent to be sent to the Service provider. Agreed	CLERK
114.3	The Clerk outlined the need for an additional £5,000 to be Earmarked to be put towards the Neighbourhood plan process from SPC reserves. Cllr Goldsmith proposed, seconded by Cllr Cree that an additional £5,000 be Earmarked for Neighbourhood plan expenditure from SPC reserves. Agreed	CLERK
FULL/19/115	REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS	
115.1.1	Cllr Bob Platt – (HDC) updated on the Horsham Association of Local Councils annual meeting. Main topic was that there was to be a 5 year partnership suggested between HDC and the Sussex Wildlife Trust with many attractive objectives, the main focus being to help wildlife thrive across the Horsham District, by creating networks of land that are protected and enhanced and to endeavor to reduce the impacts of climate change.	
115.2	Cllr Platt also informed that the Bramber Brooks project is likely to be put forward subject to Planning permission as a new Nature Reserve	
FULL/19/116	COMMITTEE AND OUTSIDE BODY REPRESENTATION	
116.1	Cllr Goldsmith proposed, seconded by Cllr S. Sullivan that Cllr Norcross becomes a member of the Planning and Premises committees. Agreed	
116.2	Cllr Goldsmith proposed, seconded by Cllr Campbell that Cllr Alexander becomes a member of the Amenities and Premises Committees. Agreed 13 For, 1 Abstained	CLERK
116.3	Cllr Campbell proposed, seconded by Cllr S. Sullivan that Cllr Alexander becomes a temporary member of the Joint Parishes Youth Committee until Cllr Taylor returns to office. Agreed. 13 For, 1 Abstained	

FULL/19/117 COMMUNITY MATTERS

117.1 To discuss and agree whether SPC declare a climate emergency – This item deferred until next Meeting

CLERK

FULL/19/118 CONFIDENTIAL MATTERS

118.1 Cllr Goldsmith **proposed, seconded** by Cllr S. Sullivan that the meeting go into Confidential session. **Agreed**

118.2 Council agreed that the Clerk could undertake an investigation of a recent GDPR Breach, to include emails sent and the reply from Data protection Officer and to report to all Councillors.

CLERK

FULL/19/119 DATE OF NEXT MEETING: 16th December 2019 at 7.30pm

Meeting closed at 10.08 pm

(There was an 8-minute intermission before were Confidential session)

Signed Date 16th December 2019

Chairman