

Steyning Centre

Chaired by Greg Charman - HDC Community Safety

Also present

John Fullbrook (Clerk, SPC)

Cllr Paul Campbell (SPC)

Cllr Roger Potter (Bramber PC)

Celia Price (Clerk, Upper Beeding PC)

Cllr David Cutts (Upper Beeding PC)

Paul Conroy (Warden)

Michael Pearce (Warden)

Greg started by acknowledging how helpful it had been to sort out inconsistencies in the contract and MoU documents

We learnt that unfortunately the wardens' supervisor (who as part of our contract was intended to provide a degree of cover during sickness and holidays) had been off sick with stress for a long time and has now left HDC's employment. A replacement is being recruited.

Most of the discussion centred around the new format for the monthly reports which everyone liked, particularly as they had immediately flagged up the seemingly surprising amount of time spent in the vehicle. It turned out that the report was a little misleading because time in the vehicle includes surveillance.

Below are Greg's notes of what was agreed as a result

Add administration time* to the new template - Michael and Paul.

- Add time spent on specific key projects or initiatives into the warden report - Michael and Paul.

- Prioritise more foot patrol and less vehicle patrol time (with the exception of Bramber) - Michael and Paul.

- Within the description section of the Warden report, detail a breakdown of what has been achieved in the vehicle while patrolling* - Michael and Paul.

- Develop foot patrol zones in the 3 parishes detailing time spent* in each in future reports - Michael and Paul.

- Move to a single Warden report with 3 separate sections for the 3 Parishes* but still breaking down the hours spent in each area - Michael and Paul.

- In future ensure the monthly Warden Report is submitted to all 3 Parish Council's during the first working day of each month.

- Set quarterly dates for 3pm on Thursdays - Greg (see below)

1. Thursday 9th January @ 15:00hrs, Steyning Centre

2. Thursday 9th April @ 15:00hrs, Steyning Centre

3. Thursday 9th July @ 15:00hrs, Steyning Centre

4. Thursday 8th October @ 15:00hrs, Steyning Centre

NB The first report we have received since this meeting (October's for today's meeting) does not yet include all that was agreed (missing elements marked with an *). Early days and hopefully we will see more elements in next month's report.

Importantly, it does look as though at least one foot-patrol zone has been developed for Steyning (there may well be others, but the pattern and frequency would presumably need to be confidential for obvious reasons).

Details of specific projects and initiatives have now been included in the narrative.

Encouragingly, compared with September 2019 a much higher proportion of time in October 2019 was spent on foot rather than in the vehicle (though less actual time which I think may be explained by annual leave which makes patrolling by a single warden not appropriate). 28 foot /100 vehicle for September. 20 foot/30 vehicle for October.

I don't know why we had 128 patrol hours in September and only 50 in October. Maybe explained partly by leave and partly by change in format.

Cllr Paul Campbell

18 November 2019