

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 MONDAY 4TH FEBRUARY 2020 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 13th January 2020.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1-74.1** Report from Meeting with Cllr Mike Morgan from Henfield PC on 30th January concerning an ATM.
 - 5.2 – 74.2** Barclays Representative is awaiting a response from the committee for details that Cllrs wish to discuss. Once he receives the reasons he will inform me of available dates.
 - 5.3-74.4** LED Lighting Company – Report from meeting held on 14th January concerning the LED lighting any further updates.
 - 5.4-74.5** Wi-Fi for the Steyning Centre - update also item 8.2

- 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 – January
- 6.2** Coffee Machine Report - January
- 6.3** Hall and Room Rentals – January
- 6.4** Solar panel annual report.
- 6.5** Report of roof leak
- 6.6** Update on Caretaker vacancy
- 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 companies for professional opinion on special floor paint for High Street Toilets – Ongoing
Signs for urinal – ongoing
Ideas for door locking of High Street Toilets.
- 7.2 Memorial Playing Field**
Deputy Clerk to request quotes for galvanised gutters at changing rooms – update
- 7.3 Steyning Centre**
ATM – follow up actions – updated at previous item 5.1 and 5.2
- 8.0 Financial items** – to receive and discuss financial matters
- 8.1** To agree the Income and Expenditure report for December 2019
- 8.2** To discuss Wi Fi cost for Committee Rooms if required.
- 8.3** Discuss purchase of video camera for recording SPC committee meetings
- 8.4** To discuss quotes gutter repairs for Bus Shelter and toilets
- 8.5** To discuss quotes for gutter repairs at MPF changing room
- 9.0 Correspondence** – to discuss incoming correspondence
- 9.1** None at time of printing
- 10.0 Date of the next meeting – Tuesday 3rd March 2020**

John Fullbrook

Clerk to the Council

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

