

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
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TO ALL MEMBERS OF THE AMENITIES COMMITTEE :-

Cllrs Campbell (Chairman), S. Sullivan, Norcross, Alexander, Goldsmith, Lloyd & Young.
**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF THE AMENITIES TO BE HELD ON
TUESDAY 26th MAY 2020 AT 7.30 PM VIA THE ZOOM VIDEO CONFERENCING PLATFORM**

This meeting is convened under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO 'ATTEND' THE MEETING BY USING THESE
MEETING DETAILS:-**

Join Zoom meeting by logging onto

<https://us02web.zoom.us/j/86979169241?pwd=Q1RnUi9GRW1XZ2JrMnNmanhLbjFiz09>

Meeting ID: 869 7916 9241

Password: 127428

(Please join with your own video camera turned off and keep it turned off unless invited to participate)

GDPR Notice

Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting. The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public. By participating at the meeting, including by merely logging-in to it, you consent to this. If you do not consent to these terms you should please not log-in to the meeting

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 (2 minutes per person) will be available for the public to make representations or ask questions via Zoom or (preferably) to answer questions which have been submitted in writing to the Clerk by Midnight on Monday 25th May 2020. You will be asked to turn on your video camera if participating. SPC will control your microphone.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors' to approve as a true and fair record, and the Chair to sign the minutes of the Amenities Committee meeting held on the 28th April 2020 (Supporting Papers)
- 5.0 CHAIR'S ANNOUNCEMENTS**
- 6.0 FINANCE** (supporting papers)
- 6.1** To agree Income & Expenditure reports for April 2020



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 7.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE** (supporting papers)
- 7.1** Allotment tenancy agreements – To discuss and agree actions to be taken.
- 7.2** Abbey Road Village Green – To discuss and agree actions to be taken
- 7.3** Steyning Community Orchard – Presenting the Memorial Playing Field orchard plan and to discuss and agree actions
- 7.4** Playground planned preventative Maintenance (PPM) schedules – to discuss and agree actions
- 7.5** MPF Bin clearing Bin emptying on MPF – Clerk to report on existing arrangements and to discuss and agree actions to be taken
- 7.6** Monthly report giving running total of grass cuts by contractor – supporting paper from Deputy Clerk
- 8.0 HIGHWAYS & LIGHTING** (supporting papers)
- 8.1** Public Rights of Way Working Party to compile dossier and to progress – report from Cllr Young
- 8.2** Street lighting – To discuss updating the Asset Register and reviewing insurance values. – report from Clerk
- 8.3** SSE light renewal proposal for High Street clock tower – report from Clerk
- 8.4** Street cleaning and application of weed killer. To discuss and agree possible new policy
- 8.5** Street Cleaning – to discuss and consider further street cleaning to the following areas
 – 1. From George Corner up to the School's coach park (Report by Cllr Goldsmith)
 – 2. From Jarvis Lane up to the entrance of Penlands and "Welcome" sign'
- 8.6** Litter picking - generally – Report by Cllr Goldsmith and to discuss and agree actions taken
- 9.0 PROGRESS STATEMENT MATTERS ARISING AND ACTIONS**
- 9.1** A/19/117.1 Clerk to obtain up to three quotes for works to pond in Abbey Road V.G. – **Clerk to update**
- 9.2** A/19/117.1 Clerk to obtain quotes to fell willow tree in Abbey Road Village Green – **Clerk to update**
- 9.3** A/19/117.1.2 Clerks office to prepare Caretakers for works at Abbey Road V.G. – **Actioned / Not required**
- 9.4** A/19/117.2 Clerks office to ensure memorial bench request processed – **Ongoing**
- 9.5** A/19/117.4 Clerk to ensure works to Plum trees and brush completed on MPF – **Actioned**
- 9.6** A/19/117.5 Bin rationalisation on the MPF – Clerk to negotiate with contractors to move the process forward – **Clerk to update**
- 9.7** A/19/117.6 Concrete removals to the MPF – Clerk to implement on basis of exiting quotes
 – **Clerk to update**
- 9.8** A/19/117.8 Normans way play area – Cllrs Young and Goldsmith chasing HDC for response - **Update**
- 9.9** A/19/117.9 Playground PPM – Clerk to provide schedule for 26 May meeting and to chase HDC for what maintenance they can provide – **See item 7.4**
- 9.10** A/19/117.10 Clerk to put in hand in liaison with Cllr Young, all Playground repairs above low risk level
 – **See item 7.4**
- 9.11** A/19/117.11 Basketball courts plaques to be ordered and fixed in position – **Clerk to update**
- 9.12** A/19/117.12 Fletchers Croft WP – negotiations continuing with HDC – **Update from Cllrs**
- 9.13** A/19/117.13 Tree management strategy – working party to meet with tree surgeon – **Ongoing**
- 9.14** A/19/117.15 Memorial gardens signage – working party to meet via zoom – **Ongoing**
- 9.15** A/19/117.17 Temporary silhouette for NHS, Cllr Campbell to contact resident – **Update**
- 9.16** A/19/118.1 Clerk to move electric costs of Changing rooms to Premises Committee budget – **Actioned**
- 9.17** A/19/118.2 Clerk to arrange grant payment for the Steyning Community Orchard - **Actioned**
- 9.18** A/19/119.1 Clerks office to purchase Grit Bin for Mouse lane – **Actioned**
- 9.19** A/19/119.2 Public rights of way working party – Cllr Young to provide dossier for committee and to discuss with Cllr Campbell – **Cllrs to update**
- 9.20** A/19/119.3 SSE – High street Clock Tower Light renewal – Clerk to obtain more detailed information and then send on to Steyning Society for their views – **Actioned / See item 8.3**
- 9.21** A/19/119.4 Electric charging points – Cllr Alexander to investigate – **Update**
- 9.22** A/19/119.5 Potholes draft letter – Cllr Goldsmith draft letter to be finished, ready to send – **Update**
- 9.23** A/19/120.1 Clerk to complete series of skip deliveries to the allotments – **Actioned**
- 9.24** A/19/120.2 W. party to be set up to progress poss. water supply installation at the Allotments – **Update**
- 9.25** A/19/120.3 Allotment tenancy agreement – Clerk to distribute 'Notice to quit' letter – **See item 7.1**

- 9.26 A/19/121.1 Clerk to write to leisure centre supporting residents claim of 'poor' service – **Actioned**
- 9.27 A/19/121.3 Clerk to pass on residents' positive feedback to Street cleaning contractor – **Actioned**
- 9.28 A/19/117 Hedgerow works on MPF postponed to the Autumn – **Clerk to update**
- 9.29 A/19/117.16 Changers Way environmental enhancement proposals – **Clerk to update**

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 Request from WSCC for SPC residents to complete Covid 19 survey (supporting papers)

11.0 DATE OF NEXT MEETING – 23rd June 2020 at 7.30 pm.

John Fullbrook
Clerk to the Council



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