

Steypning Parish Council



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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 21st OCTOBER 2019 AT 7.30PM

IN THE STEYPNING CENTRE

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

Clerk: John Fullbrook

Members of the Public: 32

Meeting commenced 7.30 pm

MINUTES

FULL/19/86	APOLOGIES	ACTIONS
86.1	Apologies for absence were received from Cllr Taylor. None received from Cllr Trundle	
FULL/19/87	DECLARATIONS OF INTEREST AND DISPENSATIONS	
87.1	There were declarations of interest from Cllrs S. Sullivan as lives adjacent the MPF and serves on the Steypning Community Orchard.	
FULL/19/88	QUESTIONS FROM THE FLOOR	
88.1.1	Q – <i>Regard to item 16 – amending code of conduct – I'm concerned that the new code intends to deal with conduct issues directly rather than allowing Horsham DC the ability to deal with things as a third party. If there is a conflict, there ought to be a 'Fall-back' position so that the matter can still be resolved by Horsham District Council. Does the Council not agree that what is proposed is against the principle of natural justice?</i>	
88.1.2	A – <i>Cllr Campbell replied, - There appears to be some misunderstanding as there was no intention for this to be administered by Steypning Parish Council.</i>	
88.2.1	Q – <i>I am concerned that so many items on the Agenda appear to be with regards to the Chair and Vice-Chair doing various things – Are you aware that all Councillors are equal, perhaps if anything Councillors such as Cllr Gary Sullivan who has served a longer term could be seen as senior. My main concern however is that a very long protracted document has been prepared by one councillor alone without any formal legal background, and that the only legal advice for this Council should be received from the Council's Lawyer, the insurance company and the monitoring officer for Steypning Parish Council. – The fact that it has been prepared without any other councillor is grossly wrong.</i>	



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 88.2.2** *A- Cllr Campbell – The questioner appears to misunderstand how the Council works despite being a Chairman for some years – Often work is delegated by the Council to one Councillor, there is no question of me or anyone else making a decision on my own – it is a paper for discussion, and the paper is being worked on in conjunction with the monitoring officer, and as it happens the Council has not heard from the monitoring officer in the meantime, and therefore the recommendation is that it is deferred to the next F&GP EOM for discussion there instead.*
- 88.2.3** *Reply - I have checked everywhere in the minutes and can see no mention of Cllr Campbell receiving delegated authority to undertake this task and that is wrong.*
- 88.3.1** *Q- Cllr David Barling – I used to be Chairman for this Parish Council. – I am deeply concerned about this item {on changing Code of Conduct policy} as it is a gross attack on Free Speech and I would like an answer from the Chairman please, it says in the drafting - what is 'a lawful common-law remedy or punishment' that is envisaged in express wording if someone transgresses – what does this mean?*
- 88.3.2** *A – Cllr Goldsmith – You're a politician David, you should know.*
- 88.4.1** *Q – Cllr Barling - You don't know and your signing it off, now I'm going to ask the Clerk through you is it in a fit state – What's the Clerk's view?*
- 88.4.2** *A - Clerk – I cannot support this document in its current form, and I have advised that fact.*
- 88.4.3** *Reply - Cllr Barling - I took some advice today looking at west Sussex Code of conduct policies, and your proposal is the most draconian attack on free speech that I have ever seen. This used to be a friendly Council – with everyone calling each other by first names*
- 88.4.4** *A – Cllr Cree replied – since April 2019 to August 2019 this council suffered through various Facebook sites, abusive and obscene language, false and defamatory statements, this being harassment of not only councillors but also residents and so the point is this is the start of a process and you cannot have Council and residents defamed and bullied so we have to take some action. Before the election you said don't vote for the candidates with a chequered flag by the name – Is that right as a serving councillor to be saying that to residents.*
- 88.4.5** *Reply - Cllr Barling - I have been silent for months and I have been silent for too long – I hate what is happening here.*
- 88.4.6** *Reply – (unnamed) Can I add to this. It is our right to hold you accountable. What you are suggesting is a direct violation of the human rights act, article 10.*
- 88.5.1** *Q – Steve Fuggles – Cllr Barling did preside over a friendly Council but that was many years ago – under the last Council members of the public have been appalled by the way they had been treated indeed I have volunteered to help but been treated really badly and abused by one Councillor which I could have brought up under a code of conduct, but didn't.*

FULL/19/89
89.1

CHAIRMAN'S ANNOUNCEMENTS

No Announcements

FULL/19/90
90.1

MINUTES OF PREVIOUS MINUTES

Cllr Goldsmith **proposed**, Cllr S. Sullivan **seconded** the minutes of the meeting held on the 2nd September 2019 be agreed as a true and accurate record of proceedings.
Agreed

90.2.1

Cllr Goldsmith **Proposed**, Cllr Cree **seconded** the minutes of the meeting held on the 16th September 2019 be agreed as a true and accurate record of proceedings subject to a point of order being added to the Minutes. **Agreed. 8 For, 3 Against.**

CLERK

90.2.2	Point of order being that Cllrs Lloyd and Hanson put forward a motion for the meeting on the 16 th September but the Chairman wrongly blocked the discussion associated with the motion under standing orders – However, it was a motion merely to discuss how a decision had been reached rather than opening up a new debate on an existing decision. Therefore, the motion was not discussed contrary to standing orders 9a, 9b,9d and 9f.		
FULL/19/91	MATTERS ARISING AND ACTIONS		
91.1	FULL/19/69.1 Copy of Chairman’s speech on web site with Minutes - Actioned		
91.2	FULL/19/70.2.2 Clerk to send out Cllr Training information – Actioned . Cllr Campbell wanted Clerk to send a copy of this to Councillors		CLERK
91.3	FULL/19/71.1 Amendment to 24 th July Minutes – Actioned		
91.4	FULL/19/72.6 Barriers at corner of High street- Cllr Barling to send quote to Clerk to then be circulated to Councillors - Actioned		
91.5	FULL/19/76.3 Rota for Consultation process to be established – Actioned		
91.6	FULL/19/77.2 Full Working parties list sent out by Clerk – Actioned		
91.7	FULL/19/77.3 Clerk to organise urgent Soft Sands working party – Actioned		
91.8	FULL/19/78.1 Cllr Lloyd to send out information relating to Electric Car charging latest – Actioned , - Clerk to put it on Web site separately		CLERK
91.9	FULL/19/78.5.2 Isolation and Loneliness paper to go onto Web site - Actioned		
91.10	FULL/19/79.2 Amenities Draft minutes deferred for this meeting - Actioned		
91.11	FULL/19/80.1 FOI responses to be sent out by Clerk – Actioned		
91.12	FULL/19/80.2 FOI Panel to be convened to help deal with other FOI requests – Ongoing – Clerk to send out further dates		CLERK
91.13	FULL/19/81.3 Parish Council election date to be organised – Actioned		
91.14	FULL/19/84.2 Cllr Ray’s declaration of interests checked - Actioned		
91.15	FULL/19/72.1 Working party to be convened to discuss policies by Cllr Goldsmith – Ongoing		Cllr Goldsmith
91.16	FULL/19/72.4 Working party to be convened to discuss committee terms of reference by Cllr Goldsmith - Ongoing		Cllr Goldsmith
91.17	FULL/19/72.8 SPC logo to go onto literature produced by Greening Society – Ongoing		CLERK
91.18	FULL/19/72.14 Article 14 Working party to be convened by Cllr Goldsmith – Ongoing		CLERK
91.19	FULL/19/73.1 PCSO to attend next Full Council meeting – Ongoing There was to have been a guest report from the local PCSO at this meeting, but the Agenda was rather full already, so this item was deferred.		CLERK

91.20	FULL/19/74.4 Two actions for Cllr Barling re Chevrons sign and Gritting run into Shooting Field - Cllr Barling updated that gritting would not extend into Shooting field and that the Chevron sign has not been fixed back into place yet - Ongoing	Cllr Barling
91.21	FULL/19/77.2 Full working parties list to be prioritised by Chair and Vice Chair – Ongoing	Cllr Goldsmith
91.22	FULL/19/83.4 SALC meeting with Police Chief Constable – issues sent to Clerk by 1 st Nov’ - Ongoing	
FULL/19/92	NEIGHBOURHOOD WARDENS REPORT	
92.1	{The Full report summary is available on the Web Site} The Wardens were not in attendance, so no questions raised	
FULL/19/93	DEBBIE WOOD - GUEST SPEAKER - ISOLATION AND LONELINESS / PPG	
93.1	Debbie spoke in detail about what support was available to those in the community, a growing number suffering from issues associated with being isolated, and also spoke about the need to gain further support from two new volunteers as ‘social connectors’. The details of this request in the form of a report is attached to the minutes of this meeting. Cllr Young will be putting together a paper for consideration at a future F&GP meeting in regard to what finance would be needed to support this cause and the Clerk will put information on the web site. Training would be provided by Debbie – What is particularly required is admin’ support. A poster will be put together by Debbie Wood and Cllr Young and advertised by the Clerk	CLERK Cllr Young
FULL/19/94	REPORT FROM COUNCILLOR BARLING {County Councillor representative}	
94.1	Cllr Barling reported on a changing of the guard at WSCC with new leader Paul Marshall now in position. Many other personnel changes have taken place with Cllr Barling himself moving to the Young Persons committee to help with scrutiny of work being undertaken within the ‘Children’s improvement plan’.	
94.2	The reduction in highways maintenance budget is to be reconsidered as the cuts have proved to be hugely controversial and Paul Marshall is looking into this. Road gritting is one area of budgetary restrictions which will not be reconsidered, however.	
94.3	ID cards to enable residents to use the local tips is an idea that is going back to the drawing board.	
94.4	Parking issues adjacent the library that would require a T.R.O. to instigate a few yards of yellow lines is unlikely to receive support.	
FULL/19/95	SOFT SANDS REVIEW	
95.1	Cllr David Barling updated that the working party organised by the Clerk has met and a response has been dispatched by the Clerk. Cllr Barling then represented the Parish at the recent meeting by strongly opposing the Ham Farm site being a prospective Soft Sand site. There will be a further consultation period which will require an inspector checking the ‘conditions’ associated with the proposed development. Cllr Barling to circulate the ‘condition’ report and Cllr Cree or Cllr Hanson to suggest times for the next Working group meeting.	Cllr Cree/Hanson & Cllr Barling

FULL/19/96	NEIGHBOURHOOD PLAN UPDATE	
96.1	Update from Neighbourhood Plan representative – The Clerk read out an update sent in by the Chairman of the Steering Committee, in which he thanked everyone for their continued interest in Steyning's Community Plan. The 6-week consultation period has been completed. The two drop-in sessions were attended by approximately 120 people. Consequently approx. 190 response forms have been returned and are being considered by the Steering Committee and the Neighbourhood Plan Consultant. The workshop meetings will not be public meetings but the final decision about the Steyning neighbourhood plan will be made at a public council meeting.	
FULL/19/97	COMMUNITY MATTERS	
97.1	Polling District review – Cllr Cree proposed, seconded by Cllr Goldsmith to keep the Steyning Centre as the polling station and Clerk to inform HDC. Agreed	CLERK
97.2	Steyning Bowling Club Lease – A query regarding two points raised by Cllr Campbell that the Clerk needs to check regarding the inclusion of the term 'club house' within Premises and detail within clause 8. Cllr Goldsmith proposed, seconded by Cllr Campbell that this is deferred back to F&GP. Agreed	CLERK
FULL/19/98	REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS	
98.1	Cllr Tim Lloyd – (HDC) update The 5-year plan is moving forward at pace – it seem the district may need to build up to 1500 homes per year, but this is not agreed yet. When there is more information Cllr Lloyd will circulate it. Horsham have agreed support to the A27 Arundel bypass as it has been a consultee (The Magenta route). – The details are available on the Arundel bypass web site www.arundelbypass.co.uk/alternative .	
98.2	Cllr Bob Platt – (HDC) update There is a current Environment Agency planning application for the Bramber Brooks site being discussed to dig two large shallow ponds with the risings being laid down to provide raised paths –with the hope that eventually this site becomes a nature reserve.	
98.3	Cllr Rodney Goldsmith – (LAT) & (HALC/ SALC/NALC) update No meetings so nothing to report	
98.4	Cllr Chris Young – Isolation and loneliness / PPG update Cllr Young met with Debbie Wood and there will be a report to follow shortly	
98.5	Cllrs Liz Trundle/ Cllr Saunders – 'Steyning Greening' group update Cllr Saunders reported that 'the 'Climate strike' event which was recently held was a great success with many people attending, and it proves that Steyning takes climate action very seriously. There is a meeting on the 29 th October with a guest speaker which will be well worth your attendance'. Also met with Cllr Barling and discussed what WSCC are doing and will present a report to Council soon.	
98.6	Cllrs Cree and Rudkin – Joint Parishes Cemetery Committee update Nothing to report, but a meeting due on 28 th October	
98.7	Cllr S. Sullivan – SCO Update Held a successful social event last Saturday – nothing else to report	

98.8	Cllrs Saunders – Joint Parishes Youth Committee Minutes will be out later this week from the meeting on the 3rd October. Due to sell the Bongo Bus and it is suggested the committee will reinvest any funds back to Youth services. There is a Youth survey being proposed so that the committee can rediscover what the local Youth are looking for. The reports being produced from the Service providers are very comprehensive.	
FULL/19/99 99.1	COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS see below Planning Committee –Cllr S. Sullivan proposed, seconded by Cllr Goldsmith, to receive and adopt the Draft minutes of the meeting held on the 23rd September 2019 .Agreed	
99.2.1	Amenities Committee –Cllr S. Sullivan proposed, seconded by Cllr Goldsmith, to receive and adopt the Minutes of the meeting held on the 23rd July 2019.Agreed	
99.2.2	Amenities Committee –Cllr S. Sullivan proposed, seconded by Cllr Goldsmith, to receive and adopt the Draft Minutes of the meeting held on the 24th September 2019 subject to amendments. Agreed. Those amendments being to specify it's the 'horseshoe bench' to be stained for winter item 38.1.2, and item 48.1 – important to note it is the Allotment Tenancy agreement being discussed in terms of contract termination, and the final one 44.1 – Cllr Young happy to be on the Working party.	CLERK
99.3	Premises Committee – October 8th meeting to be deferred until next meeting	CLERK
99.4	Finance and General Purposes committee – To receive and adopt the Minutes of the meeting held on the 10th September 2019. Cllr Goldsmith proposed, seconded by Cllr G. Sullivan. Agreed	
FULL/19/100 100.1	ELECTION OF CHAIRMAN FOR AMENITIES COMMITTEE To discuss and agree to appoint a Chairman to the Amenities Committee (From 29th October). Cllr S. Sullivan nominated and proposed Cllr Campbell to be Chairman of Amenities for the remainder of the municipal year, seconded by Cllr Young. Agreed. 8 For. 1 Against {SN}, 2 Abstained {TL,DH}	CLERK
FULL/19/101 101.1	POLICIES AND TERMS OF REFERENCE To discuss and agree JPYC Terms of reference. The Clerk had sent around a supporting paper with changes highlighted in red from previously agreed document – this has been agreed at Joint Parishes Youth Committee and was recommended for approval. Cllr G. Sullivan proposed, seconded by Cllr Steve Northam to approve the Terms of reference agreed by the JPYC. Agreed	CLERK
101.2	Code of conduct policy amendments. Advice was still unavailable from the HDC Monitoring officer. Cllr Goldsmith proposed, seconded by Cllr Cree to defer this item until the next F&GP Extraordinary meeting on the 23rd October. Agreed	CLERK
FULL/19/102 102.1	AUDIT REPORT To Discuss and agree actions from last internal Audit report. Council needs to agree actions from the last Audit report. The Clerk sent around supporting papers with Actions to be completed in bold type. Cllr Goldsmith proposed, seconded by Cllr S. Sullivan to defer this item back to F&GP so that we can sort this out together with the other outstanding financial matters. Agreed	

FULL/19/103 CORRESPONDANCE AND INFORMATION ITEMS

- 103.1** Removal of failed Foot bridge at Fletchers Croft due to safety issues – The Clerk was going to report on this but the HDC inspector of works has asked that we do not do so yet as there are now further investigations to take place.
- 103.2** PCSO – There has been investment within the police service and in short this is leading to Steyning Parish once again having its own PCSO cover - The new regime will come into effect on the 4th November
- 103.3** Councillors – HDC informed today that Steyning PC has a new Councillor as the election was uncontested – Her name is Joanna Norcross and when all the paperwork is completed, she will take up office at the next Full Council meeting.

FULL/19/104 CONFIDENTIAL SESSION

- 104.1** Cllr Goldsmith **proposed, seconded** by Cllr Cree to take the meeting into Confidential session. **Agreed**

FULL/19/105 Leave of Absence request

- 105.1** To resolve that Cllr Kerry Taylor’s absence from any further meeting of the council or of its committees be approved under S85(1) Local Government Act 1972 for a period of six months due to work commitments expiring 22nd April ’20. Cllr Goldsmith **proposed, seconded** by Cllr Lloyd that Cllr Taylor be granted leave of absence for a period of six months. **Agreed**

CLERK

FULL/19/106 Administrative assistance

- 106.1** To discuss and agree a short-term increase in Office Staffing hours to deal with the current excessive workload – 5 Hrs per week for 8 weeks. Cllr S. Sullivan **proposed, seconded** by Cllr Lloyd that initially 40 extra Admin hours covering a period of 8 weeks be approved. **Agreed**

CLERK

FULL/19/105 DATE OF NEXT MEETING: 18th November 2019 at 7.30pm

Meeting closed at 9.28 pm

Signed Date 18th November 2019

Chairman