

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
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TO ALL MEMBERS OF THE PREMISES COMMITTEE YOU ARE HEREBY SUMMONED TO ATTEND A MEETING VIA ZOOM VIDEO CONFERENCING ON TUESDAY 2ND JUNE 2020 AT 7.30 PM.

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 SUBMITTING A REQUEST FOR THE LOG-IN DETAILS TO THE CLERK IN ADVANCE OF THE MEETING

(Please join with your own Zoom 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 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 up to a limited time of 15 minutes.
- 4.0 Minutes of the previous meeting** – to agree and accept the minutes of the meeting of 5th May 2020.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1** Wooden barrels for the entrance of Steyning Centre have been ordered.
 - 5.2** Signage for each seat in the bus shelter – Action Complete
 - 5.3** LED Lighting - obtain quotes – see item 7.3.2
- Actions to be returned to after COVID 19**
 - 5.4** Barclays Meeting to discuss possible ATM
 - 5.5** Investigate video camera recording and microphone equipment for Parish Council and committee meetings at the Steyning Centre



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 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 - update
- 6.2** Coffee Machine Report - update
- 6.3** Report on Rates relief and other claims - Deputy Clerk
- 6.4** Update on working party discussions concerning staff working during Covid 19

- 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**
- 7.1.1** Deputy Clerk to investigate companies for professional opinion on special floor paint for High Street Toilets – quote requested from Contractor

- 7.1.2 To discuss toilets re-opening and arrangements.**
 - (a) Door opening and closing latest relating to resident.
 - (b) Update on HDC or Coevide-19 position on toilet opening
 - (c) Investigate costs for professional toilet cleaning, opening/closing, maintenance.

- 7.2 Memorial Playing Field**
- 7.2.1 Changing Room plumbing issues** – Update on total costs of contractor repairs **Report from Deputy Clerk**

- 7.3 Steyning Centre**
- 7.3.1**
 - a) Current level of interest expressed for room hire when circumstances allow.
 - (b) Projected shortfall in Steyning Centre income by month based on equivalent monthly income in 2019/20 projected to September 2020

- 7.3.2 Projects**

Discussion of delaying implementation of current Premises projects until the autumn apart from perhaps the Rampion funds for LED installation (not including SPC contribution). This is directly related to SPC financial position.

Projects agreed for this year's budget were

LED Lighting Upgrade- £5000.00 to be added to grant money of £4,650.00.

High Street Bus Shelter Display Boards - £1000.00.

Repairs to the gutters for the changing rooms and the High Street toilets £1200.00

- 8.0 Financial items** – to receive and discuss financial matters
- 8.1** To agree the Income and Expenditure report for May 2020

- 9.0 Correspondence** – to discuss incoming correspondence
None at time of printing

- 10.0 Date of the next meeting – Tuesday 7th July 2020**

John Fullbrook
Clerk to the Council