

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 16th SEPTEMBER 2019 AT 7.30PM
IN THE STEYNING 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: 36 {including Cllr Barling & both Neighbourhood Wardens}

Meeting commenced 7.30 pm

MINUTES

FULL/19/67 APOLOGIES

67.1 Apologies for absence were received from Cllrs Ray and Taylor. Cllr Trundle absent – no apologies received.

ACTIONS

FULL/19/68 DECLARATIONS OF INTEREST AND DISPENSATIONS

68.1 There were declarations of interest from Cllrs S. Sullivan as lives adjacent the MPF and serves on the Steyning Community Orchard Group. Cllr Cree declared interest as a member of Steyning Cricket club, this in relation to Premises matters.

FULL/19/69 CHAIRMAN'S ANNOUNCEMENTS

69.1 The Chairman spoke relating to why there was no Housing Allocation within the Draft Neighbourhood Plan papers. A copy of this speech will be attached to these minutes

CLERK

FULL/19/70 QUESTIONS FROM THE FLOOR (Abridged)

70.1.1 Q – Steve Fuggles – I want to comment on the personal attacks on my integrity and that of two other residents, made by Cllr Lloyd at the Steering group meeting on the 29th August, for work we had undertaken whilst in the Neighbourhood plan Local Green Space focus group. We were appointed by the Steering group and I was personally asked to help by the Chair and Vice Chair at the time. The assessment process undertaken was adopted by the Steering group. They and the results were endorsed by the Neighbourhood Plan consultant, and I challenge anyone who cares about Steyning and its surroundings to reach any different conclusions given the results of the assessments. The focus group members did not have a vote. Some of the Steering group members have openly stated they want sites in the South Downs National Park open for development and have voted against the Local Green Space Policy in line with their personal bias and ignored the results of the assessment process they put in place. Cllr Lloyd publicly accused us (3 focus group members) of bias – This is a small Town and most people have an opinion on the Neighbourhood Plan and everyone lives close to something including Steering group members. I have worked for 35 years as a local government officer, and for many years advising members as to local government policies and



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procedures. If I thought myself and my colleagues on the focus group were compromised in contributing towards the focus group I wouldn't have been involved. In making this assault on our integrity Cllr Lloyd breached the members code of conduct in publicly naming and insulting well meaning members of the public who had in good faith volunteered a considerable amount of their time to help Steyning Parish Council This has brought SPC into disrepute and is typical of certain members of the Council with their bullying and intimidation tactics.

70.1.2 **A – Cllr Lloyd – I would be happy to respond. What I said at the Neighbourhood plan meeting (29th August) was not to accuse you of bias, rather that living where you do adjacent Bayards field and having been a member of a protest group against Bayards field, that any reasonable person would reasonably consider you to have a prejudicial interest. Cllr Young has now declared a prejudicial interest I noticed at the last Meeting and Jo Gordon I believe is or has been a member of one of the protest groups. Cllr Campbell has I believe been a member of a protest group but has certainly declared that his preferred option is for Local Green Spaces, so if I was a member of the public I would say that these people had a prejudicial interest in putting this thing together. Later, I will show some of the irregularities that have gone on through this process, and that is a perfectly reasonable point to raise, because other members of the public have raised it on me.**

70.1.3 **A – Cllr Young – I didn't only just declare my interests for the first time at the last meeting (2nd Sept.) – They were declared on the SPC web site as soon as I signed the papers saying I was willing to serve. The Steering Group knew my interests and certainly the environmental group that I signed up to knew, and I checked with Andrew Metcalf that I was still able to contribute even though I was a Councillor.**

70.1.4 **A – Cllr Lloyd – Yes, but you didn't declare these interests at the meetings.**

70.1.5 **Q - Mr Gordon, - My wife, Mr Fuggles and Cllr Young were asked to help in this process by the then Chairman of the Neighbourhood Plan. The first few meetings the Chair and the NP Consultant attended and helped guide the group through the process.**

70.1.6 **A – Steve Fuggles repeated that he had been invited to volunteer and that they didn't have a vote, unlike some of the Steering Group who didn't announce their interests when they voted.**

70.1.7 **Point of Order from Cllr Northam – Mr Fuggles has just implied some of the Steering Group voted in line with interests they didn't declare – Could you be more specific please.**

70.1.8 **Q- Steve Fuggles - Some of the Steering Group said they didn't vote for the Environment Paper because they wanted to keep sites within the South Downs National Park open for development.**

70.2.1 **A – Phil Bowell – Could you tell me Chairman whether all the Councillors have received their mandatory training, if not who.**

70.2.2 **Q – Chairman – I'll ask the Clerk to forward you that information**

CLERK

70.3.1 **Q – Robert Matteson – I'm the owner of 'Sweetlands' for over 25 years (One of the Sites) – I don't have a problem with the people who conducted the assessment process. We don't believe the assessment is accurate however partly because Cllr Campbell has said that no one had actually been on the land nor approached me to do so. Apparently, there was some degree of consultation with the South Downs National Park Authority – Is that so?**

70.3.2 **A- Chairman replied this is not the meeting to discuss that.**

70.4 **A – Cllr S. Sullivan - One of the Steering Group did not declare they are a tenant of one of the relatives of one of the landowners.**

FULL/19/71 MINUTES OF PREVIOUS MINUTES

71.1 Cllr Goldsmith **proposed**, Cllr S. Sullivan **seconded** the minutes of the meeting held on the 24th July 2019 subject to an amendment, whereby item 51.3.4 - 'start' should replace 'end' twice, be agreed as a true and accurate record of proceedings. **Agreed 8 For {PC, TC, TR, RG, SaS, CY, GaS, GeS}, 3 Abstained {SN, TL, DH}**

CLERK

FULL/19/72 MATTERS ARISING AND ACTIONS

72.1	FULL/19/36.9	Working party to be convened to discuss at greater length any amendments to policies – See item 77.1	Cllr Goldsmith
72.2	FULL/19/36.10	Chair and Clerk to reassign committee memberships – See item 82.1	
72.3	FULL/19/36.11	Asset and Land register adoption deferred – See item 11.1	
72.4	FULL/19/36.12	Committee Terms of reference to be reviewed by Working practices group – See item 77.1	Cllr Goldsmith
72.5	FULL/19/36.13	Steyning Parish Council Policies that were adopted en bloc to be reviewed by the Working practices group – See item 77.1	
72.6	FULL/19/39.1.2	Barriers at Corner of High street development – Cllr Barling confirmed a number of the Barriers would be replaced (not all) within the following month. Cllr Barling to supply a copy of the agreed quote through Clerk	CLERK
72.7	FULL/19/45.6	Greening issues to become items for Premises and Amenities Agenda's – Actioned	
72.8	FULL/19/45.6	SPC logo to go on literature produced by Greening society – Clerk to forward suggestions - Ongoing	CLERK
72.9	FULL/19/54.1	Audit items agreement to be deferred to F&GP – Actioned	
72.10	FULL/19/51.4.1	Response to HDC letter going out from Clerk within specified time - Actioned	
72.11	FULL/19/51.6	Version 7 of the Briefing paper to be uploaded onto Web site - Actioned	
72.12	FULL/19/51.7	Revised Neighbourhood Plan terms of reference to be distributed – Actioned	
72.13	FULL/19/52.1	JPYC Minutes amendment by Clerk – Actioned	
72.14	FULL/19/53.1	Article 4 Working party to convene to continue the work – See item 77.1	Cllr Goldsmith
72.15	FULL/19/63.2	Council to affectively take the Agreed Community plan to Reg. 14 consultation – Actioned	
72.16	FULL/19/64.3	Clerk to provide Neighbourhood plan Accounts for review at next F&GP - Actioned	

FULL/19/73 NEIGHBOURHOOD WARDENS REPORT

73.1	{The Full report summary is available on the Web Site}		
	Warden Conroy reported that the format of the report itself had changed. It is now less anecdotal in nature. Feedback for any comment regarding the new formatting should go via the next Wardens Steering group meeting.		
	Wardens confirmed they made approximately two visits per shift to the MPF.		
	Wardens confirmed the local PCSO would be at the next Full Council Meeting.		CLERK

FULL/19/74 REPORT FROM COUNCILLOR BARLING {County Councillor representative}

74.1 Recent Bridge closure for Maintenance (Bridge over River)– unfortunately went slightly wrong because the publicity said it would be closed at night – The essential works however needed to be done as soon as possible and it was important to get it done during the warm daylight hours to ensure the compound they were using ‘went off’ okay. Also, there were issues with the ‘alternative’ route not being able to cope with the increased traffic volume. There are assurances from the contractor that the one remaining piece of evening work will be completed Friday 20th Sept. before there is a need for 60 odd tractors requiring access due to the ‘Agricultural Ploughing Match’ the following day.

74.2 Finance – to continue to make savings the WSCC Scrutiny committee have agreed there will be checks made at the entrance to the Waste dump to avoid people from outside the district using the facilities. It is thought 10% of the trade comes from Brighton alone. Other savings include curtailing Library ‘opening hours’ - to close at 7pm instead of 8pm. Bus subsidies are to be cut with more details to follow. Hedge cutting programme to be cut significantly, also roadside verge cutting but rather than just due to finance this is partly due to the ‘Pollination Policy’ ensuring improved local roadside wildlife habitats

74.3 Climate change – There is extensive work being undertaken to try to achieve being carbon neutral by 2030

74.4 Requests – 1. *Could the Chevron sign be replaced onto its poles by the quarry house corner*
2. *Could we add Shooting field to the gritting run ?*

Cllr Barling

FULL/19/75 SOFT SANDS REVIEW

75.1 Cllr David Barling updated that the Ham Farm site is again being discussed for possible Soft Sand extraction during another consultation process at WSCC. Previously and after a 6-day enquiry the inspector held that the minerals policy was unsafe but reserved the Soft Sands policy out of the original plan and identified three sites – Ham Farm being one of them. Cllr Barling will be attending the next meeting on the 18th October. It is a long process possibly to take several years.

FULL/19/76 NEIGHBOURHOOD PLAN UPDATE

76.1 Update from Neighbourhood Plan representative – As everyone now knows (following the door to door leaflet promotion) the Neighbourhood plan consultation period began on the 6th September and will continue until the 18th October with two consultation events open to the public occurring on the 21st Sept. and the 5th Oct. Cllr Campbell appealed for Consultation responses to be returned digitally rather than via paper copy if possible to avoid them having to be transcribed.

76.2 To discuss and address the council’s decision on the 2nd September to approve the community plan in view of recent developments and concerns that have arisen – The Chairman said this motion could not be discussed under Standing Orders. Cllr Lloyd said that the motion was not designed to reopen and possibly revoke the previous decision rather to discuss concerns about how decisions were made. It was refused.

76.3 To discuss and agree Councillors involvement in the Consultation process – Cllrs to email Chairman and Clerk so that a rota can be worked out

CLERK

FULL/19/77 WORKING PARTY PRIORITISATION

- 77.1** Clerk stated the new Council having been elected in May has set about the job of reviewing many aspects and policies associated with Steyning Parish Council. Some policies have already been rewritten or newly written and contracts and a Lease agreement dealt with. However, there are many working parties now, having been established, need to be prioritized so that Council can effectively coordinate business.
- 77.2** The Neighbourhood Planning consultation period will provide a big focus for the next 6 weeks or so. Also, the Budget determination process will start up next month - October. But the Clerk stated each Councillor needed to consider their priorities and inform him and the Chairman. Clerk to send out full list of Working Parties so far proposed. Chair and Vice Chair to determine priority.
- 77.3** Council determined that another working party be set up to cover the urgent matter of the Soft Sands review. Clerk to organise meeting dates

CLERK
Cllr Goldsmith**CLERK****FULL/19/78 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**

- 78.1** Cllr Tim Lloyd – (HDC) update – HDC have been in discussion to improve their green credentials – namely more efficient food waste. Also, a major focus is the Local plan which is to be completed by January 2020.
Cllr S. Sullivan requested more information on the Electric Car Charging points developments. Cllr Lloyd to find out and send via Clerk
- 78.2** Cllr Bob Platt – (HDC) update – Nothing to report
- 78.3** Cllr Rodney Goldsmith – (LAT) update – Meeting took place on the 4th September and basically went through what was discussed under the Wardens report earlier this meeting – details on the Web Site
- 78.4** Cllr Rodney Goldsmith – (HALC/ SALC/NALC) HALC meeting update – 5 speakers and a very informative meeting. Housing review was summarised- in it they spoke of the need to develop 18,000 homes in the Horsham District by 2036. CPRE speaker spoke of the need for this number to go up to help Crawley with their quota. HDC expect that figure to be considerably higher depending on what the Government will soon determine.
- 78.5.1** Cllr Chris Young – Isolation and loneliness / PPG update – The PPG - The Coastal West Sussex Clinical Commissioning Group have awarded the 111 / clinical assessment service to the South East Coast Ambulance to provide this service from 2020. Improved maternity centre services based upon the 2016 NHS England guidelines will be brought online to become standard practice. There is a current Mental Well-Being consultation underway and this can be found on the Sussex Care and Partnership web site.
- 78.5.2** Isolation and loneliness – in summary there have already been 27 referrals into the newly established Steyning and District Community Connector Scheme. They come from many sources including the NHS. Briefing Paper to go on Web site
- 78.6** Cllr Saunders – ‘Steyning Greening’ group update – Some very exciting proposals being raised with initiatives beginning to be discussed more regularly at Premises and Amenities Meetings including reintroducing water fountains in Steyning.
- 78.7** Cllrs Cree and Rudkin – Joint Parishes Cemetery Committee update – meets every three months with the next one due in October. Main issue remains finding room for new

Cllr Lloyd

CLERK

burials although 26 grave spaces have been located within the existing boundary which is positive news.

- 78.8** Cllr S. Sullivan – SCO Update Apple day on the 22nd September in Fletchers Croft this year
- 78.9** Joint Parishes Youth Committee – Clerk updated that the next meeting was due on the 3rd October, but in the meantime the JPYC are looking to sell the old ‘Bongo Bus’ that was gifted to the JPYC from WSCC. It will be delivered to the Steyning Centre shortly when its condition will be assessed
- FULL/19/79 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS**
- 79.1.1 Planning Committee** –Cllr S. Sullivan **proposed, seconded** by Cllr Goldsmith, to receive and adopt the draft minutes of the meeting held on the 22nd July 2019 .**Agreed. 10 For, 1 Abstain**
- 79.1.2 Planning Committee** –Cllr S. Sullivan **proposed, seconded** by Cllr Goldsmith, to receive and adopt the draft minutes of the meeting held on the 19th August 2019.**Agreed. 10 For, 1 Abstain**
- 79.2 Amenities Committee** – No draft minutes to be adopted – deferred to next meeting **CLERK**
- 79.3 Premises Committee** – Cllr Cree **proposed, seconded** by Cllr Goldsmith, to receive and adopt the draft minutes of the meeting held on the 3rd September 2019. **Agreed. 10 For, 1 Abstain**
- 79.4.1 Finance and General Purposes committee** – To receive and adopt the minutes of the meeting held on the 9th July 2019. Cllr Goldsmith **proposed, seconded** by Cllr Campbell **Agreed. 9 For, 2 Abstains**
- 79.4.2 Finance and General Purposes committee** – To receive and adopt the minutes of the meeting held on the 19th August 2019. Cllr Goldsmith **proposed, seconded** by Cllr Campbell. **Agreed 9 For, 2 Abstains**
- FULL/19/80 FREEDOM OF INFORMATION REQUESTS**
- 80.1** Update from Clerk – We have in the last month received 5 Freedom of Information requests. One has been dealt with, and the Clerk determined that two will require a response from him by Wednesday of this week having sent them out to Cllrs first. This is following some advice being sort and given from the Information Commissioners Office. **CLERK**
- 80.2** The remaining two FOI’s may require more time to respond to, as one certainly will take a fair bit of time to compile if indeed that is to be the course of action and the Clerk may need to call for the FOI panel to meet up to assist in making a judgement for the final two. Either way the Clerk said that the time taken to deal with these matters affects his ability to complete other tasks. **CLERK**
- FULL/19/81 ELECTION OF SPC COUNCILLOR**
- 81.1** Update from the Clerk - The Vacancy for the position of SPC Councillor was published on the 28th August – It asked for any requests for an election from Residents. To qualify for an Election, HDC needed to receive at least 10 requests over a 14-day period – that ending 17th September. As of 3pm today (16th Sept) Horsham had received 34 requests for an election.

- 81.2** The date is yet to be set but the Clerk advised that the returning Officer was open to suggestion provided the election happens before 20th November.
- 81.3** The Clerk had not committed to a date yet, because if a general election was called and SPC chooses the same day – costs would be halved. Clerk and Chair to look at dates over the next two weeks. **CLERK**
- FULL/19/82 COUNCILLOR MEMBERSHIP ON COMMITTEES**
- 82.1** Cllr Goldsmith **proposed, seconded** by Cllr Cree that Cllr Hanson join the Premises committee. **Agreed**
- 82.2** Cllr Goldsmith **proposed, seconded** by Cllr Cree that Cllr S. Sullivan be elected as Chairman of the Planning committee. **Agreed, 8 For {PC, RG, TC, SaS, GeS, GaS, TR, CY}, 3 Abstained {DH, TL, SN}**
- FULL/19/83 CORRESPONDANCE AND INFORMATION ITEMS**
- 83.1** Horsham DC sent around a notification of their new Corporate Business Plan review. The Clerk sent around an email for all Cllrs.
- 83.2** SPC received Public Notice for an Alleyway closure - the Twitten between High street and Health Centre Car Park so that Steyning Community Partnerships' Archway sculpture can be installed – There will be restricted access from 26th September to 15th October.
- 83.3** Next Full Council meeting, there will be a guest speaker – our local PCSO – Erica Baxter.
- 83.4** SALC biannual meeting with the Chief Constable of Sussex Police - could any unresolved or strategic issues be sent to the Clerk by the 1st November to be forwarded. **CLERK**
- FULL/19/84 CONFIDENTIAL SESSION**
- 84.1** Cllr Goldsmith **proposed, seconded** by Cllr Cree to take the meeting into Confidential session. **Agreed, 7 For {PC, RG, TC, SaS, GaS, TR, CY}, 4 Against {TL, SN, GeS, DH}**
Cllr Northam had asked that this item ought to be held in open session.

Cllr Northam said he had to leave the meeting and left at this point.
- 84.2** To resolve that Cllr Paul Ray'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 three months expiring 18 Dec '19 with the next meeting of the Council or its committees after that being scheduled for 14 Jan 2020. Cllr Goldsmith **proposed, seconded** by Cllr Lloyd to agree this motion. **Agreed. Unanimous**

Point of Order – Has Cllr Ray's declaration of interests changed. Clerk to check **CLERK**
- FULL/19/85 DATE OF NEXT MEETING: 21st October 2019 at 7.30pm**
- Meeting closed at 9.15 pm**
- Signed Date 21st October 2019**
- Chairman**