

Steyning Parish Council



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

Cllrs Campbell (Chair), S. Sullivan, Norcross, Alexander, Goldsmith, Lloyd & Young.

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF THE AMENITIES TO BE HELD ON
THURSDAY 23rd JULY 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/83662182360?pwd=OEJaYUJlQXgyVU1vS3AvazFpa3NOOUT09>

Meeting ID: 836 6218 2360

Password: 230076

(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 Wednesday 22nd July 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 meetings held on the 26th May 2020 and the 23rd June 2020 (Supporting Papers)
- 5.0 CHAIR'S ANNOUNCEMENTS**
- 6.0 FINANCE** (supporting papers)
 - 6.1** To agree Income & Expenditure reports for June 2020
 - 6.2** Request for grant funding in support of the Food and Drink festival from Steyning and District Partnership



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** Abbey Road Village Green – Update on any meetings and to discuss and agree actions to be taken
- 7.2** Steyning Community Orchard – To discuss possible water supply for the Orchard, plus general update
- 7.3** Playground planned preventative maintenance (PPM) scheme – Report from the Clerk, and to discuss and agree whether committee agree a need for a contract to complete preventative maintenance @ £50 per month.
- 7.4** MPF Bin relocation – To discuss any actions in view of recent residents' complaints
- 7.5** Recycling our Rubbish on the MPF – Report following correspondence from resident
- 7.6** Bin emptying and street cleaning – Report from Councillors and Clerk following meeting with contractor
- 7.7** Grass cutting - monthly report
- 7.8** Allotments proposed upgraded water supply – Report from working party and to discuss and agree any Actions required

8.0 HIGHWAYS & LIGHTING (supporting papers)

- 8.1** Public Rights of Way designation - Report from Cllr Young
- 8.2** Litter picking - generally – Report by Cllr Goldsmith and to discuss and agree actions to be taken

9.0 PROGRESS STATEMENT MATTERS ARISING AND ACTIONS

- 9.1** A/20/14.1 Clerk to append Chairs statement to Draft Minutes - **Actioned**
- 9.2** A/20/16.1.1 Clerk to circulate contractors quote to members for approval and comment before placing order- **Actioned**
- 9.3** A/20/16.1.2 Roger Brown authorised to complete Abbey road planting. Clerk to approve Risk Assessments - **Ongoing**
- 9.4** A/20/16.1.3 Clerk to renegotiate the grass cutting contract to include depositing of arisings at Abbey Road - **Actioned**
- 9.5** A/20/17.1 Clerk to amend a spelling error on April Minutes - **Actioned**
- 9.6** A/20/17.4 Clerk to add Chairs statement to April Amenities Minutes - **Actioned**
- 9.7** A/20/17.5 26th May Draft Minutes agreement to be deferred for next meeting - **Actioned**
- 9.8** A/20/18.1 Cllr Campbell's second statement to be appended to the draft Minutes - **Actioned**
- 9.9** A/20/19.2 Second 1100 Litre waste bin service at MPF agreed - **Actioned**
- 9.10** A/20/20.1 Playground PPM – Clerk to organise a walk around with prospective maintenance operative - **Actioned**
- 9.11** A/20/7.6 Bin rationalisation; Clerk to organise meeting at MPF – **Actioned**
- 9.12** A/20/20.4 Allotment water supply – **See item 7.8**
- 9.13** A/20/20.5 Godstalls Lane remedial works – **Clerk to update**
- 9.14** A/20/21.1 Public rights of way designation – Cllr Young to extend working party if required - **Actioned**
- 9.15** A/20/21.2 Litter picking item deferred until next meeting – **See item 8.2**
- 9.16** A/20/21.3 Clerk to inform that Cllr Alexander will represent SPC on matters community parking related - **Actioned**
- 9.17** A/20/5.2.3 Hedgerow works on MPF: postponed to the Autumn – **Clerk to update**
- 9.18** A/20/22.5 Clerk's office to extend the Street cleaning contract - **Actioned**
- 9.19** A/20/5.7 Clerk to take advice on final draft of 'Notice to quit' letter and then act on that advice – **Ongoing**
- 9.20** A/20/22.8 Deputy Clerk to ensure ivy encroachment at George corner dealt with - **Actioned**
- 9.21** A/20/7.4 Clerks office to ensure memorial bench request processed – **Ongoing**
- 9.22** A/20/22.16 Concrete removals on MPF to progress subject to scope of works being approved by Clerk–**Update by Clerk**
- 9.23** A/20/22.17 Normans way play area – working party to progress this item forward – **update from Cllrs**
- 9.24** A/20/7.12 Fletchers Croft WP – negotiations continuing with HDC – **Update from Cllrs**
- 9.25** A/20/7.13 Tree management strategy – working party to meet with tree surgeon – **Ongoing**
- 9.26** A/20/7.14 Memorial gardens signage – working party to meet via zoom – **Ongoing**
- 9.27** A/20/7.21 Electric charging points – Cllr Alexander to investigate – **Update from Cllr Alexander**
- 9.28** A/20/7.22 Potholes letter; Cllr Goldsmith waiting until new Highways Manager available to discuss on site - **Ongoing**
- 9.29** A/20/22.28 Chandlers Way environmental enhancement proposals – **Clerk to update**

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1** Open Space Society – Protection of local green space

11.0 DATE OF NEXT MEETING – 29th September 2020 at 7.30 pm.

John Fullbrook

Clerk to the Council



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Deputy Clerk: Hazel Roxby

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