

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 7TH JULY 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 2nd June 2020.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
 - 5.1 7.3.iii -LED Lighting** - 3 x quotes – see item 7.3.2
 - 5.2 7.1.i** – Thank Contractor for his time for High Street Toilets quote - Actioned
 - 5.3 7.2.ii- High Street Toilets** See item 7.1.1
 - 5.4 9.1** – 2 desk screens and 1 door screen are ordered – Deputy Clerk to update
- Actions to be returned to after COVID 19**
 - 5.5** Barclays Meeting to discuss possible ATM
 - 5.6** 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 by Deputy Clerk
- 6.2** Coffee Machine Report - No update
- 6.3** Update on work undertaken by caretakers -Supporting paper sent to Committee members
- 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**
Re opened 10th June 2020. – Deputy to report
- 7.2 Memorial Playing Field**
Changing Room plumbing issues – no issues to report
- 7.3 Steyning Centre**
a) Update on potential requirement for Steyning Centre usage as a Covid-19 distribution hub or other use
(b) Current level of interest expressed for room hire following government guidance.
(c) Report on income and losses on the Steyning Centre for June 2020
- 8.0 Projects**
- 8.1** Preliminary ideas for 2021/22 Premises projects including facility improvements
- 9.0 Financial items** – to receive and discuss financial matters
- 9.1** To agree the Income and Expenditure report for May 2020
- 9.2** To discuss and agree the LED Lighting - 3 quotes received – supporting papers sent to committee members.
- 10.0 Correspondence** – to discuss incoming correspondence
- 10.1** None at time of printing
- 11.0 Date of the next meeting – Tuesday 8th September 2020**

John Fullbrook
Clerk to the Council