

Steyning Parish Council

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The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

www.steyningpc.gov.uk

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TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF THE COMMUNITY COMMITTEE TO BE HELD
ON TUESDAY 29th SEPTEMBER 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 SUBMITTING A REQUEST
FOR THE LOGIN DETAILS BY 12 NOON ON THE DAY OF THE MEETING TO THE CLERK**

Please join with your own video camera turned off and keep it turned off unless invited to participate. It is appreciated if members of the public log on respectfully with their given name. Any Avatar, name or descriptive label that is deemed by the Clerk/ Councillors to be inappropriate will not be given access to the meeting

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 Monday 28th September 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 meeting held on the 23rd July 2020 and the Premises Committee meeting held on the 7th July 2020 (Supporting Papers)
- 5.0 CHAIR'S ANNOUNCEMENTS** (supporting papers)
 - 5.1** To discuss and agree that the committee members are given particular roles to report back on
- 6.0 FINANCE** (supporting papers)
 - 6.1** To agree Income & Expenditure reports for July and August 2020
- 7.0 HIGHWAYS & LIGHTING** (supporting papers)
 - 7.1** To discuss and agree any actions arising from working party update, and planned proposals from HDC for Steyning High street.
 - 7.2** Definitive Map Modification Order for the Bostal footpath – update from the Clerk



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Deputy Clerk: Hazel Roxby

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- 7.3** To consider possible 20 mph speed limit and other traffic management measures for Steyning or parts thereof, using WSCC Community Highways Scheme and/or such other schemes as may be appropriate. To discuss, and agree if appropriate, the establishment of, and appointments to, a working party charged with:-
- Consulting residents, traders, businesses, and other stakeholders.
 - Liaising with the Chamber of Trade and the Steyning Partnership both as to the desirability of such a scheme or of any other traffic management scheme(s); and
 - Bringing forward recommendations to Full Council
- 8.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE** (supporting papers)
- 8.1** Abbey Road Village Green – Update on any recent meetings and the planting day held on the 25th September 2020, and to appoint the members of the working party and to discuss and agree any additional actions to be taken
- 8.2** Steyning Community Orchard – Update from the SCO group including report on recent damage
- 8.3** 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.
- 8.4** MPF Bin relocation – To discuss and agree final bin relocations.
- 8.5** Recycling our Rubbish on the MPF – To discuss and agree recycling labels for Bins
- 8.6** To discuss and agree the proposal to rebuild part of the boundary wall and include a new gate for access to the MPF at 2 Charlton Street
- 8.7** Grass cutting - monthly report
- 8.8** Allotments proposed upgraded water supply – Update from previous consultations regards this project from Members and to discuss and agree any further actions required
- 8.9** Bin emptying costs – To discuss and agree alternative contractors and possible preferred service option.
- 9.0 PREMISES MATTERS**
- 9.1** To receive the Steyning Centre report and to discuss and agree any actions necessary (S. papers)
- 10.0 PROGRESS STATEMENT: MATTERS ARISING AND ACTIONS**
- These items should be taken as read and do not need discussion unless stated that there is an update due.
- 10.1** A/20/27.1.2 Clerk to add Chairs statement to the 26th May minutes - **Actioned**
- 10.2** A/20/27.2.3 Clerk to add Chairs statement to the 23rd June minutes - **Actioned**
- 10.3** A/20/29.2 F&GP to consider grant to the Steyning and District Partnership for the Food and Drink festival - **Actioned**
- 10.4** A/20/30.1 Cllr Campbell to arrange meeting at Abbey road for working party – **Actioned**
- 10.5** A/20/30.2 Steyning community orchard request for water supply to be considered by working party - **Actioned**
- 10.6** A/20/30.3.1 Clerk to send out most recent playground inspections - **Actioned**
- 10.7** A/20/30.3.2 Clerk delegated to provide Lanyards for all Councillors usage - **Actioned**
- 10.8** A/20/30.3.3 Clerk to provide schedule of maintenance concerning playground preventative maintenance - **Actioned**
- 10.9** A/20/30.3.4 Clerk to arrange for interim playground preventative maintenance check to be undertaken - **Actioned**
- 10.10** A/20/30.4 Bin relocation deferred until the next meeting subsequent to meeting with Cricket Club – **See item 8.4**
- 10.11** A/20/30.5 D. Clerk to produce Bin emptying alternative contractors' costings – **See item 8.9**
- 10.12** A/20/30.5 Clerk to write to resident responding to recycling enquiry - **Actioned**
- 10.13** A/20/30.7.1 Allotments water supply working party to consult further before presenting draft solutions – **See item 8.8**
- 10.14** A/20/30.7.2 Allotments working party to investigate alternative suppliers for upgraded supply – **See item 8.8**
- 10.15** A/20/31.1.1 Clerk to write to Bramber Clerk to proffer support for his DMMO application - **Actioned**
- 10.16** A/20/16.1.3 Clerk to renegotiate the grass cutting contract to include depositing of arisings at Abbey Road - **Actioned**
- 10.17** A/20/31.1.2 Rifle range DMMO discussion paper to be put on Web site - **Actioned**
- 10.18** A/20/16.1.2 Roger Brown authorised to complete Abbey road planting. Clerk to approve Risk Assessments - **Update**
- 10.19** A/20/32.4 D. Clerk to annex to contract depositing of grass arisings onto contract - **Actioned**
- 10.20** A/20/5.2.3 Hedgerow works on MPF: postponed to the Autumn – **Clerk to update**
- 10.21** A/20/32.19 Clerk to send advice out to members regards 'Notice to quit ' letter - **Actioned**
- 10.22** A/20/22.16 Concrete removals on MPF to progress subject to scope of works being approved by Clerk–**Update by Clerk**
- 10.23** A/20/7.12 Fletchers Croft WP – negotiations continuing with HDC – **Update**

11.0 INFORMATION / CORRESPONDENCE ITEMS

11.1 All correspondence items received by the publication date have been circulated as supporting papers to councillors in connection with the appropriate items on the Agenda.

12.0 DATE OF NEXT MEETING – 27th October 2020 at 7.30 pm.

John Fullbrook
Clerk to the Council



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