

# Steyning Parish Council

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

[www.steyningpc.gov.uk](http://www.steyningpc.gov.uk)

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## TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF THE COMMUNITY COMMITTEE TO BE HELD  
ON TUESDAY 27<sup>th</sup> OCTOBER 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 on if you intend to ask a question, but audio muted until 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 26<sup>th</sup> October 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 Community Committee meeting held on the 29<sup>th</sup> September 2020 (*Supporting Paper*)
- 5.0 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.

  - 5.1** A/20/30.3.2 Clerk delegated to provide Lanyards for all Councillors usage - **Ongoing**
  - 5.2** A/20/30.4 Bin relocation deferred until the next meeting subsequent to meeting with Cricket Club – **See item 10.3**
  - 5.3** A/20/30.5 D. Clerk to produce bin emptying alternative contractors' costings – **See item 10.6**
  - 5.4** A/20/5.2.3 Hedgerow works on MPF: postponed to the Autumn – **Clerk to update**
  - 5.5** A/20/22.16 Concrete removals on MPF – **Clerk to update**
  - 5.6** A/20/7.12 Fletchers Croft WP – negotiations continuing with HDC – **See item 10.7**
  - 5.7** A/20/28.1.2 Clerks office to establish whether obligations are being met regards agreements made in 2006/7 with Steyning school regards the Car Park adjacent Library – **See item 8.4**
  - 5.8** A/20/37.2.1 Clerk & Chairman to respond to questions raised at the 29<sup>th</sup> September Meeting question time - **Actioned**



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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- 5.9 A/20/38.1.2 Clerk to amend date within 23<sup>rd</sup> July 2020 Amenities Minutes - **Actioned**
- 5.10 A/20/41.1.1 Cllr Alexander and Roger Brown to work on an outline overall plan regards the Abbey Road project – **See item 6.1**
- 5.11 A/20/41.1.1 A Biological survey be undertaken and paid for and yellow rattle seed purchased - **Actioned**
- 5.12 A/20/41.1.2 The working party to convene regards Abbey road project – **See item 6.1**
- 5.13 A/20/41.3 Allotments proposed upgraded water supply – To agree specification and gain quotes – **See item 10.5**

## **6.0 CURRENT COMMUNITY PROJECTS**

- 6.1 Abbey Road Village Green – Update on project and to discuss and agree any actions based on recommendations from working party or conservation group

## **7.0 FINANCE** (supporting papers)

- 7.1 To agree Income & Expenditure reports for September 2020
- 7.2 To discuss the draft Community committee budget for the year 2021/22 and any proposed project funding

## **8.0 HIGHWAYS & LIGHTING** (supporting papers)

- 8.1 Definitive Map Modification Order for the Bostal footpath – update from the Clerk
- 8.2 Definitive Map Modification Order for the Rifle range – Report from Cllr Young and Mrs Gill Muncey
- 8.3 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
- 8.4 Car Park at the Library – to discuss and agree a course of action – update from Clerk

## **9.0 PREMISES MATTERS** (supporting papers)

- 9.1 To receive the Steyning Centre report and to discuss and agree any actions necessary
- 9.2 Lean-to project proposed by the Steyning Centre Playgroup – To discuss and agree- Report from Clerk
- 9.3 Ongoing decorations at the Steyning Centre – wish list of projects for 21/22
- 9.4 Gutter replacement at the MPF changing rooms – Update from Deputy Clerk
- 9.5 Items brought up for discussion by the Cricket Club – To discuss and agree an action plan
- 9.6 To discuss and agree possible move to alternative water supplier

## **10.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE** (supporting papers)

- 10.1 Playground planned preventative maintenance (PPM) scheme – To discuss and agree whether committee consider a need (or not) for a contract to complete preventative maintenance @ £50/month.
- 10.2 MPF bin relocation – To discuss and agree final bin relocations.
- 10.3 Recycling our rubbish on the MPF – To discuss and agree recycling labels for bins
- 10.4 Allotments proposed upgraded water supply – To discuss and agree a specification - Update from Councillor Alexander
- 10.5 Bin emptying costs – To discuss and agree alternative contractors and possible preferred service option.
- 10.6 Fletchers Croft WP – To discuss and agree to set up a working party to further discuss with HDC and secure a licence for the Fletchers Croft Play area and Fitness area

## **11.0 INFORMATION / CORRESPONDENCE ITEMS**

- 11.1 None at time of publication

## **12.0 DATE OF NEXT MEETING – 24<sup>th</sup> November 2020 at 7.30 pm.**

**John Fullbrook**

**Clerk to the Council**



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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