

Steyning Parish Council



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

www.steyningpc.gov.uk

Telephone: 01903 812042

Date published 13th January 2021

TO ALL MEMBERS OF STEYNING PARISH COUNCIL

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF FULL COUNCIL TO BE HELD ON
MONDAY 18th JANUARY 2021 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.** – Disclosure by Councillors of their personal interests in regards matters on the agenda, and whether the councillor regard 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 noon on Friday 15th January 2021. You will be asked to turn on your video camera if participating. SPC will control your microphone.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** - to agree the draft minutes of the meetings held on the 16th November 2020 and the 14th December 2020 as a true and fair record.
- 5.0 MATTERS ARISING**
 - 5.1** Next Full Council to include receiving committee minutes – **See Agenda item 12**
 - 5.2** Clerk to amend details of the minute - Full/20/86.2 - **Actioned**
 - 5.3** Clerk to consider amending details of the minute - Full/20/92.1 - **Actioned**
 - 5.4** Clerk to bring deferred 16th November minutes back to next meeting - **Actioned**
 - 5.5** Cllr Norcross to present Millennium Award to the Upper Beeding Hub in person when able - **Ongoing**
 - 5.6** Working practices group to consider situation over maintenance contracts within scheme of delegation and come back to Full council with amendments if necessary - **Ongoing**
 - 5.7** SPC Land Register to be brought back to Full Council – **Ongoing**
 - 5.8** Clerk to ascertain identity of SPC Neighbourhood plan examiner and inform Councillors - **Actioned**
 - 5.9** Clerk to invite PCSO's to a Full Council Meeting - **Ongoing**
 - 5.10** Cllrs to supply survey responses to Clerk – **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
Email: hazel.roxby@steyningpc.gov.uk

- 5.11 Clerk to send Soft Sands SPC response to WSCC – **Actioned**
- 5.12 Clerk to inform Youth service provider and other Parishes that the JPYC MOU has been agreed – **Actioned**
- 5.13 SPC proposed Logo options circulated before next Full Council to produce short list - **Actioned**
- 5.14 Parish Council Meeting schedule deferred until February Full Council Meeting – **Ongoing**
- 5.15 External Auditor comments to be taken back to F&GP committee – **Actioned**
- 5.16 Internal Auditor appointment details to be brought back to Full Council – **Ongoing**
- 5.17 Clerk charged with obtaining solicitors costs to undertake voluntary first registration of SPC land - **Ongoing**

- 6.0 **REPORT FROM COUNTY COUNCILLOR**
- 6.1 Cllr David Barling – (WSCC) update

- 7.0 **NEIGHBOURHOOD WARDENS' REPORT** *(Supporting papers)*
- 7.1 To receive the Neighbourhood Wardens report for December

- 8.0 **FINANCE MATTERS** *(Supporting papers)*
- 8.1 To approve the recommendations from the Finance and General Purposes Committee and agree the Steyning Parish Council 2021/2022 Budget and associated Precept request to HDC for 2021/2022.

- 9.0 **WEB SITE DEVELOPMENTS AND LOGO FOR STEYNING PARISH COUNCIL** *(Supporting papers)*
- 9.1 To discuss and agree any actions required following the SPC new web site going 'live'
- 9.2 To discuss and agree a new Logo for Steyning Parish Council

- 10.0 **REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**
- 10.1 Cllr Tim Lloyd – (HDC) update
- 10.2 Cllr Bob Platt – (HDC) update
- 10.3 Cllr Tim Lloyd – (HALC/ SALC/NALC) update
- 10.4 Cllrs Chris Young and Hanson – Isolation and Loneliness / PPG update
- 10.5 Cllrs Alexander and Norcross – South Downs National Park
- 10.6 Cllrs Saunders, Alexander, Trundle and Northam – Climate Change Emergency working Party
- 10.7 Cllrs Norcross and Northam – Joint Parishes Cemetery Committee update
- 10.8 Cllrs Alexander and Lloyd – Update on Wardens Steering Group

- 11.0 **COMMITTEE MEMBERSHIP**
- 11.1 To discuss and agree to elect members to fill the remaining vacant positions on the F&GP committee and the Planning committee

- 12.0 **COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS** *(Supporting papers)*
- 12.1 **Planning Committee** – To receive the Minutes from the meetings held on the 26th October, 23rd November, and Draft Minutes of 15th December 2020, and Draft Minutes for the 5th January 2021 Meeting.
- 12.2 **Community Committee** – To receive the Minutes of the meetings held on the 27th October 2020, and Draft Minutes from the 24th November 2020 and 5th January 2021 and adopt or otherwise any recommendations.
- 12.3 **Personnel committee** – To receive the Minutes and Draft minutes of the meetings held on the 9th November and 7th December 2020 and adopt or otherwise any recommendations.
- 12.4 **Finance & General Purposes Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 13th October, 10th November and 8th December 2020 and adopt or otherwise any recommendations.

- 13.0 **CORRESPONDENCE AND INFORMATION ITEMS**
- 13.1 None at time of publication

- 14.0 **DATE OF NEXT FULL COUNCIL MEETING: 15th FEBRUARY 2021 at 7.30pm**

John Fullbrook
Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
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