

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
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Telephone: 01903 812042

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TO ALL MEMBERS OF STEYNING PARISH COUNCIL

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF FULL COUNCIL TO BE HELD ON
MONDAY 16th NOVEMBER 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 STATEMENT FROM THE CHAIRMAN**
- 3.0 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.
- 4.0 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 13th November 2020. You will be asked to turn on your video camera if participating. SPC will control your microphone.*
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meetings held on the 19th October 2020 as a true and fair record.
- 6.0 MATTERS ARISING**
 - 6.1** Steyning High street proposed development – Clerk to communicate to HDC, SPC's support - **Actioned**
 - 6.2** Clerks office to communicate to HDC that there is to be no official response from SPC to the government white paper planning consultation - **Actioned**
 - 6.3** Clerk to remove committee 'terms of reference' and committee 'outlines of delegated responsibilities' from web site as 'scheme of delegation' to stand alone – **Actioned**
 - 6.4** Clerk to update and publish new scheme of delegation - **Actioned**
 - 6.5** Working practices group to consider situation over maintenance contracts within scheme of delegation and come back to Full council with amendments if necessary - **Ongoing**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.6 Clerk to contact Sussex Police Commissioner to gain response to previous request for an understanding of PCSO's current and future visibility within the community - **Actioned**
- 6.7 Care quality commission consultation and other NHS news to go on web site - **Actioned**
- 6.8 Set up and convene Personnel Committee - **Actioned**
- 6.9 Discuss contracts of employment for staff and pay rates at Personnel Committee – **Actioned / Ongoing**
- 6.10 Add Cllr G. Sullivan to Community Committee membership – **Actioned**
- 6.11 Clerk to invite Wardens to next Full Council Meeting – **See item 7.1**
- 6.12 SPC Land Register to be brought back to Full Council – **Ongoing**

- 7.0 REPORT FROM COUNTY COUNCILLOR**
- 7.1 Cllr David Barling – (WSCC) update

- 8.0 NEIGHBOURHOOD WARDENS' REPORT** *(Supporting papers)*
- 8.1 To receive the Neighbourhood Wardens report for September

- 9.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**
- 9.1 Cllr Tim Lloyd – (HDC) update
- 9.2 Cllr Bob Platt – (HDC) update
- 9.3 Cllr Tim Lloyd – (HALC/ SALC/NALC) update
- 9.5 Cllr Chris Young/ Hanson – Isolation and Loneliness / PPG update
- 9.6 Cllrs Norcross – Joint Parishes Cemetery Committee update
- 9.7 Cllrs Alexander and Lloyd – Update on Wardens Steering Group
- 9.9 Cllrs Saunders, Alexander, Trundle and Northam – Climate Change Emergency working Party

- 10.0 MANAGEMENT OF SPC RESOURCES** *(Supporting papers)*
- 10.1 A report regarding use of SPC resources

- 11.0 SOFT SANDS WORKING PARTY** *(Supporting papers)*
- 11.1 Update from Cllr Hanson
- 11.2 To discuss and agree to reconstitute the soft sands working party and elect another representative councillor to fill the vacant position

- 12.0 LOGO FOR STEYNING PARISH COUNCIL** *(Supporting papers)*
- 12.1 To discuss and agree a new Logo for Steyning Parish Council

- 13.0 PERSONNEL COMMITTEE RECOMMENDATIONS** *(Supporting papers)*
- 13.1 To agree recommendations from personnel committee regarding staff Pay rates

- 14.0 REQUESTED MOTION CONCERNING PLANNING MATTERS** *(Supporting papers)*
- 14.1 To discuss and agree that the SPC Planning Committee will decide what representations to make on behalf of SPC concerning any planning application or s211 notification or any other consultation only at a properly constituted meeting and not by means of private emails exchanged between committee members.

- 15.0 CORRESPONDENCE AND INFORMATION ITEMS** *(Supporting papers)*
- 15.1 None at time of publication

- 16.0 DATE OF NEXT FULL COUNCIL MEETING: 14th DECEMBER 2020 at 7.30pm**

John Fullbrook
Clerk to the Council