

Steyning Parish Council

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

www.steyningpc.gov.uk

Date Published – 18th November 2020

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

**YOU ARE HEREBY SUMMONED TO A REMOTE MEETING OF THE COMMUNITY COMMITTEE TO BE HELD
ON TUESDAY 24th 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 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 23rd November 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 27th October 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 C/20/45.2.1** Winter Maintenance programme to be on next Agenda – **See item 10.1**
 - 5.2 C/20/46.4** 29th September 2020 Minutes to include agreed amendments and placed on web site - **Actioned**
 - 5.3 C/20/47.1** Lanyards to be produced subject to Logo agreement - **Ongoing – with Full Council**
 - 5.4 C/20/30.5** Bin relocation deferred until the next meeting subsequent to meeting with Cricket Club – **See item 8.2**
 - 5.5 C/20/47.3** D. Clerk to produce Trade Waste alternative contractors' costings – **See item 8.7**
 - 5.6 C/20/7.12** Fletchers Croft WP – negotiations continuing with HDC – **See item 8.6**
 - 5.7 C/20/41.1.1** Cllr Alexander and Roger Brown to work on an outline overall plan regards the Abbey Road project – **Update from Cllr Alexander**
 - 5.8 C/20/47.14** Clerk to send around correspondence response to resident re Coxham Lane - **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 5.9 C/20/48.1 Gill Muncey to work with the Clerk's office to pursue a new simplified DMMO application at the Rifle range – **Process begun and ongoing**
- 5.10 C/20/49.1 Allotments proposed water supply report (old and new) to be sent to Cllrs - **Actioned**
- 5.11 C/20/49.1 Water supply engineer meeting arranged and report to be discussed at next meeting – **See item 6.1**
- 5.12 C/20/50.1 Monthly utility meter reading schedule established - **Actioned**
- 5.13 C/20/51.1 Working Party convened to discuss possible 20mph speed limit in Steyning – **Actioned / See item 10.2**
- 5.14 C/20/51.3 Cllr Hanson / Clerk to appeal to school for reinstatement of Library Car Park arrangement – **Ongoing**
- 5.15 C/20/52 Steyning Centre Lean-to project details to be brought back to committee - **Ongoing**
- 6.0 COMMUNITY PROJECTS (Supporting Papers)**
- 6.1 Update on Water supply enhancement at the Allotments – Cllr Alexander
- 6.2 Chandlers Way – To receive a report from Cllr Saunders regarding this proposed 'Environmental Enhancements Project' and to discuss and agree the distribution of a questionnaire to residents, and any other actions as required.
- 6.3 Update on Abbey Road Village Green project – Cllr Alexander
- 7.0 FINANCE (Supporting Papers)**
- 7.1 To agree Income & Expenditure reports for October 2020
- 7.2 To discuss the draft Community committee budget for the year 2021/22 and any proposed project funding
- 8.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE (supporting papers)**
- 8.1 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.
- 8.2 MPF Bin relocation – To discuss and agree final bin relocations.
- 8.3 Recycling our Rubbish on the MPF – To discuss and agree recycling labels for Bins
- 8.4 Trade Waste Bin emptying costs – To discuss and agree alternative contractors and possible preferred service option.
- 8.5 Grass cutting - monthly report
- 8.6 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
- 8.7 To discuss and agree new tree and hedge work requirement – Report from the 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 Items brought up for discussion by the Cricket club – To discuss and agree an action plan
- 9.3 To discuss and agree actions following investigation of possible alternative water suppliers
- 9.4 To discuss and agree the use of the Steyning Centre for the use of the NHS for their proposed local 'Mass Vaccination Site and to delegate responsibility to the Clerk to negotiate details of this arrangement with HDC and the NHS provided other Steyning Centre room hirers are not too heavily disadvantaged and that there is adequate financial remuneration
- 10.0 HIGHWAYS & LIGHTING (supporting papers)**
- 10.1 To discuss and agree the SPC 2020 Winter maintenance programme as per supporting papers
- 10.2 To discuss and agree any actions arising from the recent working party meeting concerning the proposed 20 miles per hour speed limit in Steyning and any other proposed traffic actions.
- 10.3 To discuss and agree any actions concerning the 2019 Fletchers croft Car Park development
- 11.0 INFORMATION / CORRESPONDENCE ITEMS**
- 11.1 None at time of publication
- 12.0 DATE OF NEXT MEETING – 5th January 2020 at 7.30 pm.**

John Fullbrook

Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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