

Steyning Parish Council

Telephone: 01903 812042



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

www.steyningpc.gov.uk

Date Published – 23rd December 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 5th 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 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 4th 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** – Councillors' to approve as a true and fair record, and the Chair to sign the minutes of the Community Committee meeting held on the 24th November 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/20/56.1** Clerk to pursue resolution to South Ash fence issue and effectively correspond with owner - **Ongoing**
 - 5.2 C/20/56.2** Answer to residents' question from 29th September to go on web site - **Actioned**
 - 5.3 C/20/57.1** Amendment to 27th October minutes to be completed - **Actioned**
 - 5.4 C/20/47.1** Lanyards to be produced subject to Logo agreement - **Ongoing – with Full Council**
 - 5.5 C/20/47.3** D. Clerk to produce Trade Waste alternative contractors' costings – **See item 9.1**
 - 5.6 C/20/7.12** Fletchers Croft WP – negotiations continuing with HDC – **See item 9.2**
 - 5.7 C/20/58.9** DMMO application at the rifle range - **Ongoing**
 - 5.8 C/20/58.14** Cllr Hanson / Clerk to appeal to school for reinstatement of Library Car Park arrangement – **Ongoing**
 - 5.9 C/20/52** Steyning Centre Lean-to project details to be brought back to committee - **Ongoing**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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

- 5.10 **C/20/59.1** The Clerk and Cllr Alexander to pursue quotes for Allotment upgraded supply – **Update from Clerk**
- 5.11 **C/20/59.2** Clerk and Cllr Saunders to make small amendments to resident's consultation questionnaire pack for proposed Chandlers Way project and to determine distribution parameters - **Actioned**
- 5.12 **C/20/59.3** Memorial / Celebration tree policy to be reviewed - **Ongoing**
- 5.13 **C/20/59.3** Roger Brown's report to go on web site - **Actioned**
- 5.14 **C/20/59.3** Clerk to search for Abbey road archive report - **Actioned**
- 5.15 **C/20/60.1** Clerk and chairs to liaise re possible mass vaccination site at Steyning Centre - **Ongoing**
- 5.16 **C/20/60.3** Clerk to resend tree reports to councillors - **Actioned**
- 5.17 **C/20/60.3** Councillors to send project priorities to Clerk – **Ongoing / See item 7.2**
- 5.18 **C/20/61.1** Clerk to ensure playground PPM scheme initiated - **Actioned**
- 5.19 **C/20/61.2** MPF bin relocation works commenced - **Actioned**
- 5.20 **C/20/61.2** Residents rear gated access to MPF investigated - **Ongoing**
- 5.21 **C/20/62.1** Winter programme amended and sent to WSCC - **Actioned**

- 6.0 COMMUNITY PROJECTS (Supporting Papers)**
- 6.1 Update from the Steyning 20 miles per hour working party and to agree that representatives from Bramber parish also join the working party.

- 7.0 FINANCE (Supporting Papers)**
- 7.1 To agree Income & Expenditure reports for November 2020
- 7.2 To discuss and agree the priorities in regards proposed project funding for the year 2021/22 and the councillors involvement in the projects for next year.

- 8.0 PREMISES MATTERS (supporting papers)**
- 8.1 To receive the Steyning Centre report and to discuss and agree any actions necessary
- 8.2 To discuss and agree the Steyning Centre proposed Room Hire fees for the year 22/23 as per supporting papers
- 8.3 Items brought up for discussion by the Cricket club – To discuss and agree an action plan
- 8.4 To discuss and agree actions following investigation of possible alternative water suppliers

- 9.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE (supporting papers)**
- 9.1 Trade Waste Bin emptying costs – To discuss and agree alternative contractors and possible preferred service option.
- 9.2 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
- 9.3 Recycling our Rubbish on the MPF – To discuss and agree recycling labels for Bins

- 10.0 ALLOTMENTS (supporting papers)**
- 10.1 To discuss and agree an allotment holder's request as per supporting papers
- 10.2 To discuss and agree the timescale for working out new Allotment agreement details and when Allotment fees are to be introduced, and possibly to set up a working party to consider these details.

- 11.0 INFORMATION / CORRESPONDENCE ITEMS**
- 11.1 None at time of publication

- 12.0 DATE OF NEXT MEETING – 2nd February 2021 at 7.30 pm.**

John Fullbrook
Clerk to the Council



Parish Clerk: John Fullbrook
 Deputy Clerk: Hazel Roxby

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