

ITEM 6.1.4

Notes of Virtual 7th Working Party Meeting held on 25.02.21

Purpose: To discuss the possibility of implementing a 20mph speed limit in Steyning

Present: Dean Haysom - Steyning and District Business Chamber (DH) - chair
Ian Alexander - Steyning and District Partnership (IA)
Geoff Barnard - Steyning Greening Group (GB) - notes
Steyning Cllrs: Deborah Hanson (DH), Tim Lloyd (TL)
Bramber Cllrs: Di Goodall (DG), Mike Croker (MC)
Horsham Cllr: Bob Platt (BP)

Apologies: David Barling, and Steve Douglas

1 – Update to online and paper surveys – one minor change has been made to the online survey to add an additional option to the second EV charging question, as suggested at the 2 February SPC Communities Committee. The only other amendment needed is to confirm the closing date and SPC website URL.

2 – Launch date and closing dates for survey – we agreed we should launch the two surveys as soon as possible after the 2 March SPC Communities Committee, recognising it might take a week or so to organise printing and distribution. We agreed on a revised closing date of 30 April. This will mean there is a generous 6-7 weeks to get responses in.

3 – Distribution plans for paper version – following input from SPC Communities Committee, the paper version will be distributed to all houses in Steyning, including outlying areas like properties on the Ashurst Road. Bramber PC will make it's own decision on whether to focus on the areas immediately adjoining Steyning, or also include outlying areas like Annington and Botolphs. Costs will be split pro rata depending on the number of houses covered.

4. – Printing and distribution costs – DH shared a note from John Fulbrook detailing three quotes received for printing and distribution. The cheapest quoted £186 for printing and £227 for distribution (total £413). There will be some postal costs on top of this for the outlying properties, but the total cost should be well under £750. The proposal is to authorise the SPC Clerk, in consultation with DH, to make the final decision up to this amount, and to agree the breakdown with Bramber PC.

5 – Publicising the surveys We plan to publicise the surveys widely using multiple channels. GB to liaise with John Fulbrook to provide the relevant introductory text and survey link for the SPC website. This page will be the 'home page' for the survey that other websites point to (URL to be confirmed).

GB to coordinate publicity for the survey using the channels agreed at the previous meeting (see attached list). Greening Steyning is holding an online launch event to publicise the survey, and its 20's Plenty campaign, at 7.30pm on Tues 30th March. All WP members (and other councillors) are warmly invited to attend. GB will contact members separately with details.

6 – Collating results – Copies of the paper survey will need to be counted and processed once the survey closes. Working Party members agreed that we could do this amongst ourselves to save work for the SPC clerks. GB will set up an online form allowing people to enter results into a common spreadsheet. GB will collate the results of the online survey, and prepare a combined report for the Working Party to review.

7 – Next steps – TL and DH will liaise and come up with a suggested motion to put to the 2 March SPC Communities Committee confirming these proposed plans.

The WP will meet again once the survey results are in to discuss the results and prepare a submission to the WSCC Community Highways Scheme. This needs to go in as soon as possible to allow time for the necessary speed monitoring work to be organised by WSCC.

8 – Next meeting: 11am on Tues 11 May. GB to send out a Zoom invite.

Authored by G. Barnard

20 MPH SURVEY PUBLICITY CHANNELS

2nd Draft

<i>Channel</i>	<i>Responsible?</i>
Parish Council Channels	
SPC website Notice boards	John/Hazel
BPC website Notice boards Neighbourhood plan mailing list?	DG
UBPC website – online version Notice boards	UBPC
Working Party Members	
Business Chamber channels	DH
Community Partnership channels – website/facebook	IA
Greening Steyning mailing list/ social media / 20's Plenty Campaign	GB
Other channels	GB to coordinate
Local press / media	
Your Steyning	
Steyning Society	
Steyning Forum	
Spotted(s)	
Steyning Church Parish Magazine	
Horsham District Magazine – Our District	
Health Centre Magazine	