

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL (via Zoom video conferencing platform)

HELD ON MONDAY 16th NOVEMBER 2020 AT 7.30PM - Hosted by Hazel Roxby – Deputy Clerk

Present via video link: Cllrs Norcross (Chairman), Campbell, Lloyd, Saunders, Goldsmith, Hanson, Rudkin, Young, S. Sullivan, G. Sullivan, Northam, and Alexander.

Clerk: John Fullbrook

Members of the Public: 14 (including District Cllr Bob Platt and West Sussex Cllr David Barling as well as two local Police representatives and the two Steyning Neighbourhood wardens)

Meeting commenced 7.31 pm

MINUTES

FULL/20/85 APOLOGIES

85.1 Apologies received from Cllr Trundle. Cllr Saunders arrived late and during item 88.2.1

ACTIONS

FULL/20/86 STATEMENT FROM THE CHAIRMAN

86.1 Cllr Norcross outlined her concerns regarding the issues prevalent within Steyning Parish Council and called the current councils functioning demonstrably untenable, notably citing that the in-fighting between councillors needed to stop for the good of the running of the council and therefore for the good of the community. The full transcript is attached to these minutes

86.2 Cllr Campbell raised a point of order suggesting the process by which the Chair can mute councillors if they were being disruptive was undemocratic, rather the Chair should use her natural authority and standing order two if a councillor fails to do so.
Cllr Northam supported the use of muting of microphones from those councillors who were talking over others or not yielding to the direction of the Chair in that it was proving to be a useful tool to help manage the meeting.

FULL/20/87 DECLARATIONS OF INTEREST AND DISPENSATIONS

87.1 None.

FULL/20/88 QUESTIONS FROM THE FLOOR

88.1.1 Q – Phil Bowell – ‘The practice of muting councillors makes for a much more orderly meeting’. {Then In summary} - During the September Full Council meeting, 6 councillors abstained from voting for a new Chairman. It is unacceptable for a councillor to not vote either for or against, and as they are representatives of the Community, perhaps they might want to consider whether they want to continue membership of SPC.



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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88.1.2	<i>A – Cllr Campbell answered that ‘ as a former Chairman, Mr Bowell should know you can either vote for an appointment or abstain, not vote against it’</i>	
88.1.3	<i>Q – In reply - when talking about the position of Chairman of the Council you should have an opinion or make an alternative suggestion from the beginning of the meeting.</i>	
88.2.1	<i>Q – Mr Muggridge - Thanked the Clerk for his well-measured and much needed intervention regards his paper for Agenda item 10.1. And in support of this the ‘SPC watch Facebook group’ with over 540 members, will be suspending immediately and indefinitely their Facebook page in the hope that different viewpoints can and should be contained within the Council and their public meetings rather than being played out on various social media platforms. He hoped that Councillors are now able to rise to the challenge associated with collaborative working as stated by both the Chair and the Clerk, and that this is needed for the benefit of the wider Steyning community.</i>	
88.2.2	<i>A – Cllr Norcross,- Thanked Mr Muggridge for this very positive move and hoped we can all embrace it in the spirit in which she was sure it was intended.</i>	
88.3	Cllr Goldsmith proposed, seconded by Cllr Alexander that three Steyning High Street traders are written to by SPC and congratulated for working hard and achieving good publicity for themselves and Steyning by receiving awards for their businesses. The ‘Cobblestone Coffee House’ was the winner of the Café of the year competition {For the Horsham district} run by the West Sussex County Times , and ‘Victoria Sponge’ was the runner up. ‘The Steyning Tea Rooms’ also won a competition run by a Brighton organisation recently {were number 16 in the top 20 of ‘Brighton’s finest restaurant’ awards, as per the ‘Bravo’ online voting}. Agreed	CLERK
FULL/20/89	MINUTES OF PREVIOUS MEETINGS	
89.1	Cllr Campbell proposed, seconded by Cllr Young that the following amendments were made to the 19 th October minutes - under item 71.1.2 the word ‘sub-committee’ changed to ‘sub-committees’ and under item 68.5 the word ‘here’ changed to ‘hear’. Agreed	CLERK
89.2	Cllr Norcross proposed, seconded by Cllr Alexander that the minutes for the Full Council meeting on the 19 th October 2020 be accepted as a true and fair record. Agreed	
FULL/20/90	MATTERS ARISING	
90.1	Steyning High Street proposed development – Clerk to communicate to HDC, SPC’s support - Actioned / Ongoing	CLERK
90.2	Clerk’s office to communicate to HDC that there is to be no official response from SPC to the government white paper planning consultation - Actioned	
90.3	Clerk to remove committee ‘terms of reference’ and committee ‘outlines of delegated responsibilities’ from web site as the ‘scheme of delegation’ to stand alone – Actioned	
90.4	Clerk to update and publish new ‘scheme of delegation’ – Actioned . However, this document needs to be changed from ‘draft’ and an ‘s’ added to ‘subcommittee’ as per item 89.1	CLERK
90.5	Working practices group to consider situation over maintenance contracts within scheme of delegation and come back to Full council with amendments if necessary - Ongoing	CLERK
90.6	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	
90.7	Care quality commission consultation and other NHS news to go on web site – Actioned	
90.8	Set up and convene Personnel Committee – Actioned	
90.9	Discuss contracts of employment for staff and pay rates at Personnel Committee – Actioned	

- 90.10** Add Cllr G. Sullivan to Community Committee membership – **Actioned**
- 90.11** Clerk to invite Wardens to next Full Council Meeting – **See item 92.2**
- 90.12** SPC Land Register to be brought back to Full Council – **Ongoing** **CLERK**
- FULL/20/91** **REPORT FROM COUNTY COUNCILLOR**
- 91.1** Cllr Barling reported that the soft sand policy has been approved at WSCC and therefore Ham Farm as a theoretical site has been approved. The conditions relating to the site were significantly upgraded.
The Mouse lane path has been agreed to be designated as per SPC D.M.M.O application. David reported significant flooding issues across the county, including Steyning's 'King Barn Lane' which is being dealt with at the moment.
The 20-mph project – Steve Douglas (WSCC Highways manager) will be joining the SPC working party and has already suggested the project is 'doable'.
There was a request for Ham Farm papers to be put on web site **CLERK**
- FULL/20/92** **NEIGHBOURHOOD WARDENS' REPORT**
- 92.1** The Neighbourhood Wardens report for October was received, and the Wardens were in attendance and read from the report, as well as extra information relating to it and answered questions arising. They reported disturbances and damage caused in or around the Fletchers Croft area recently. CCTV coverage was also commented on and further installation in 'hot spots' was agreed to be beneficial provided the cameras were of sufficient quality. The Wardens reported fewer incidents at the High Street bus shelter. Sergeant McManaman confirmed there will soon be more PCSO coverage in the Steyning District.
- FULL/20/93** **REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS**
- 93.1** Cllr Tim Lloyd – updated regards HDC / HALC. The HDC priority issue is currently in consideration of housing numbers, with the likelihood of reaching the proposed new target figure thought to be low. HDC have commissioned the carbon trust to provide a carbon audit. Many parts of this were discussed and details can be found on the HDC web site. One element is electric car charging point installations. Cllr Sullivan asked that this matter and Fletchers Croft car park be discussed at the next Community meeting. Cllr Lloyd confirmed that the charging point issues have now nearly been resolved. HDC will probably show a deficit this year in the region of £4 million and are seeking further support.
WSALC is intending to break away from SALC and is to be consulting its member councils shortly. **CLERK**
- 93.2** Cllr Bob Platt – Added that the 'Wilder Horsham' project has begun work on wildlife corridors. The associated newly appointed team is working successfully in liaison with local Landowners
- 93.3** Cllr Chris Young/ Hanson – Isolation and loneliness / PPG – Reported on a recent PPG and medical practice meeting, with the main item discussed being the results published from the annual government survey. The presentation showed that overall, the 'Steyning Practice' scored very well. An additional marquee shelter is to be installed to provide shelter for the queues outside the health centre and extra staff are being appointed within the primary care network.
- 93.4** Cllrs Norcross – Joint Parishes Cemetery Committee updated there had been a meeting in October, the minutes of which will be circulated via the Clerk in due course. Cllr Norcross **proposed, seconded** by Cllr Hanson that Cllr Northam also be appointed representative to help cover this committee. **Agreed** **CLERK**

93.5 Cllrs Alexander and Lloyd – Update on Wardens Steering Group – A meeting took place earlier this month. Further to the Wardens report, there is now a tracking of items discussed to see if there are any trends forthcoming. Also, the issue with late night working was discussed, and to reiterate there should be no lone working beyond 9.30pm, yet the SPC wardens often work beyond this time. – There is to be some discussion to see if the wardens can work more closely with the PCSO's during these shifts.

The wardens will also be checking establishments to help ensure the working practices are Covid safe. Also, for information there will be an aim from the police to ensure a 2minute response time on the 101 number.

93.6 Cllrs Saunders updated on the Climate Change Emergency Working Party – Moving forward on the paperless council initiative (hence the recently distributed questionnaire to all Councillors) and the Chandlers Way development – this project soon to be heard at the next Community committee meeting. Cllr Saunders urged once more for the paperless council survey to be completed and returned to the Clerk.

FULL/20/94 MANAGEMENT OF SPC RESOURCES

94.1 Councillors discussed the supporting paper presented by the Clerk at some length. The main point being that the council's many valuable resources are not being best used, and that also there are far too many code of conduct issues being raised with HDC at present, and that SPC needs to address this fact. Cllr Lloyd **proposed, seconded** by Cllr Campbell that we (SPC) defer this item, and that council convenes a 'team meeting' where we (SPC) can sit down hopefully as responsible adults and discuss the way forward, and how we can work together effectively and efficiently on behalf of the community. **Agreed. 11 For, 1 Abstained**

94.2 Cllr Norcross **proposed** then Cllr Campbell **proposed an amended motion, seconded** by Cllr Northam that Horsham {standards committee representatives} should be present at the 'Team meeting' but that there should be two separate meetings. **Agreed. 7 For, 4 Against.** The discussion before the decision was made and then following it was that Horsham would certainly be involved with one of these meetings, though did not necessarily agree that the first meeting would include or exclude the welcome support from the HDC Standards Committee in order to resolve any SPC issues. Following this decision, the Clerk to organise a meeting date and to invite suggestions from councillors regards agenda items.

CLERK

FULL/20/95 SOFT SANDS WORKING PARTY

95.1 Cllr Hanson updated that the Inspector had not concluded his deliberations following the August 2020 'Hearings' where SPC representatives had presented the case in support of the wishes of the Steyning residents. Papers from WSCC had recently been received noting proposed modifications to the scope of the likely development, and these modifications were to be reviewed and commented on by those who had disputed the necessity for the development to be undertaken. Cllr Cree's excellent contribution was appreciated but his recent resignation from the Council left a vacancy and Cllr Hanson therefore asked for new support from her colleagues to assist the soft sands working party.

95.2 Cllr Hanson **proposed, seconded** by Cllr S. Sullivan that the soft sands working party should consist of Cllrs Hanson, Campbell and Norcross plus other representatives that have previously served on it, to include Cllr David Barling, Reina Alston from the Steyning and District Partnership, Trevor Cree, and Denvil Coombe. **Agreed**

CLERK

FULL/20/96 PERSONNEL COMMITTEE MEMBERSHIP

96.1 Cllr Norcross **proposed, seconded** by Cllr Alexander that Council accepts the recommendation from the Personnel Committee for an increase of £895.00 per annum for the Clerk subject to

a satisfactory appraisal by the Chairman and Vice Chair of the Council and the increment be backdated to June 2020 as per the Clerks contract. **Agreed**

FULL/20/97 *All other matters not discussed on the Agenda taken forward to the next meeting*

DATE OF NEXT FULL COUNCIL MEETING: 18th January 2021 at 7.30pm

Meeting closed at 10:00pm

Signed Date 18th January 2021

Chairman

Video recording of this meeting is available at

Video: <https://archive.org/details/2020-11-16-steyning-parish-council-full-council>