

Steyning Parish Council



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

HELD ON MONDAY 21st SEPTEMBER 2020 AT 7.30PM - Hosted by Hazel Roxby – Deputy Clerk

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

Clerk: John Fullbrook

Members of the Public: 8 (including District Cllr Bob Platt and West Sussex Cllr David Barling)

Meeting commenced 7.31 pm

MINUTES

Cllr Chris Young as Vice Chairman started the meeting in the Chair as the previous Chairman resigned at the end of the August meeting

ACTIONS

FULL/20/49 APOLOGIES

49.1 None received. Cllr Saunders had problems logging on and though temporarily involved did not take part in any voting process at this meeting.

FULL/20/50 ELECTION OF CHAIRMAN FOR THE REMAINDER OF THE MUNICIPAL YEAR 2020/21

50.1 Cllr Hanson nominated Cllr Norcross who agreed she would stand for the vacant Chairman position. Cllr S. Sullivan nominated Cllr Lloyd who said he would not stand. Cllr Hanson **proposed, seconded** by Cllr Alexander that Cllr Norcross be Chairman of Steyning Parish Council for the remainder of the municipal year 20/21. **Agreed 6 For {JN, CY, DH, SN, TL, SA} 6 Abstained {PC, RG, SSu, GSu, TR, TC}**

FULL/20/51 DECLARATIONS OF INTEREST AND DISPENSATIONS

51.1 None.

FULL/20/52 QUESTIONS FROM THE FLOOR

52.1 None.

FULL/20/53 MINUTES OF PREVIOUS MEETINGS

53.1.1 20th April 2020 Draft Minutes approval. Cllr Norcross **proposed, seconded** by Cllr Alexander that the points 175.1.2, 175.1.3 and 175.1.4 noted in the draft minutes which represented an answer to a residents question, a follow up question and a follow up answer, be deleted from the text and be amended to say the following – 'Cllr Campbell read out a response that he had prepared in advance, the contents of which are available on the recording of the meeting and accessible via the SPC website'. **Agreed 7 For {TL, JN, CY, LT, SN, SA, DH} 6 Against {RG, SSu, TR, GSu, TC, PC}**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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53.1.2	Cllr Lloyd proposed, seconded by Cllr Goldsmith that the adoption of the April 20 th 2020 draft minutes be deferred to the next Full Council meeting. Agreed 11 For 2 Against {PC, SSu} Clerk to include appended text for councillors to approve at the next meeting	CLERK
53.2	Cllr Norcross proposed, seconded by Cllr Lloyd that the 18 th May 2020 draft minutes be accepted as a true and fair record. Agreed 12 For, 1 Abstained {RG}	
53.3	Cllr Campbell proposed, seconded by Cllr Goldsmith that the adoption of the 15 th June 2020 minutes be deferred to the next Full Council meeting. Agreed 11 For, 1 Against {DH}, 1 Abstained {SN} . Clerk to include appended text for councillors to approve at the next meeting	CLERK
53.4	Cllr Campbell proposed, seconded by Cllr S. Sullivan that at point 46.2.1 the word 'Not' has incorrectly been omitted from the draft minutes of the 20 th July 2020 and it should read 'Not Agreed'. Agreed	CLERK
53.5	Cllr Norcross proposed, seconded by Cllr Alexander that the draft minutes of the 20 th July 2020 be accepted as a true and fair record. Agreed	
53.6	Cllr Norcross proposed, seconded by Cllr Lloyd that the draft minutes of the 20 th August 2020 be accepted as a true and fair record. Agreed 10 For, 3 Abstained.	
FULL/20/54	MATTERS ARISING	
54.1	Cllr Norcross proposed, seconded by Cllr Northam that the matters arising noted in the Agenda were agreed and taken as read, but then withdrew that proposal as councillors wished to discuss certain items.	
54.1	Receiving Committee minutes be deferred until next Full Council meeting – See Agenda item 13.1	
54.2	HR services to provide the Council with professional advice on staff contracts – See Agenda item 15.1	CLERK
54.3	Clerk's office to update Land Register to include Land Registry information – Ongoing	CLERK
54.4	Adoption of draft minutes from Full Council meetings 20 th April and 18 th May – Actioned	
54.5	Clerk to update insurance policy renewal details when documents available – Actioned	
54.6	Clay's Hill proposed road works – Cllr Barling to update via email – Actioned	
54.7	Cllrs Hanson and Cree, the Clerk and working party members to represent SPC at Soft Sands Hearings – Actioned, Cllr Cree reported good support from local groups – Clerk to send on representative report to these groups	CLERK
54.8	Cllr Cree to head an all councillor working party to prepare and send Local Plan submission – Actioned	
54.9	Clerk to respond to HDC open space, sports, and recreation review – Actioned	
54.10	PPG information to be placed on Web site – Actioned	
54.11	Clerk to begin to adopt actions agreed by motions as outlined in 'moving towards a paperless council' – Ongoing	CLERK
54.12	Clerk to send out letters in relation to the 20 th July Full Council correspondence items – Actioned Clerk to share correspondence with Councillors	CLERK

54.13	Clerk to amend committee, working party, and outside body representative membership as per agreed motions of the 20 th August Full Council EOM – Actioned	
54.14	Clerk delegated to appoint two additional F&GP committee members – Actioned	
54.15	Clerk to convene a Working Practices Group meeting in order to gain recommendations for any amendments to the draft 'Scheme of delegation' document and the SPC public meetings 'Calendar' – Actioned	CLERK
FULL/20/55	NEIGHBOURHOOD WARDENS' REPORT	
55.1	Council discussed the Neighbourhood Wardens report. Clerk to contact Katy Bourne – 'Sussex Police and Crime commissioner' to see if it were possible PCSO's could be more visible	CLERK
FULL/20/56	REPORT FROM COUNTY COUNCILLOR	
56.1.1	Covid update – Cases rising across West Sussex – The council does have contingency plans. Pupils are going back to school successfully. No CLC's convening currently – Cllrs meeting informally instead.	
56.1.2	There remains a £9 million funding gap at WSCC. There is no specific information about what services may be cut at this point.	
FULL/20/57	PROPOSED SOFT SANDS EXCAVATION AT HAM FARM	
57.1	Cllr Cree reported on a very successful representation at the recent WSCC Hearings on the 25 th August and 27 th August. A very strong case was put forward in opposition to soft sands extraction at Ham Road. The inspector seemed very fair and is due to respond as regards his decisions two to four weeks from date of the Hearings and when news is received it will be distributed by the Clerk. The last 'extraction potential at Ham farm' report to be distributed to all Councillors and placed on the SPC web site also by the Clerk	CLERK
57.2	Cllr Norcross proposed, seconded by Cllr Lloyd that the meeting moved forward to Agenda items 14 to 19. Agreed 7 For, 2 Against, 3 Abstentions	
FULL/20/58	SPC SCHEME OF DELEGATION AND COMMITTEE OUTLINES OF DELEGATED RESPONSIBILITIES	
58.1	Council members discussed two new draft documents as per supplied via supporting papers, these being the 'SPC Scheme of Delegation' and 'Committee Outlines of Delegated Responsibilities'. Cllr Norcross proposed, seconded by Cllr Young that all councillors read it and come back with any issues, queries and concerns to the working practices group and then back to Full Council for approval, with Cllr Campbell invited to attend this meeting. Agreed	CLERK
FULL/20/59	REPORTS FROM DISTRICT COUNCILLORS	
59.1	Cllr Bob Platt – HDC declared a climate emergency some time ago, and actions are beginning to come into focus. The Carbon Trust has calculated the councils baseline carbon footprint and used that to help advise on how to reduce it. Zero emissions being the target for 2050.	
FULL/20/60	STEYNING HIGH STREET CHRISTMAS LIGHTS PROJECT 2020	
60.1	Cllr Alexander proposed, seconded by Cllr Lloyd that the parish council will give by way of a grant of £1500 to the Steyning Business Chamber to assist with the purchase of High street decorations. Cllr Campbell proposed an amendment seconded by Cllr Norcross that council first acknowledges that the council are not complying with the SPC Grant Policy and in the light of this council agrees to suspend the policy for this item only and grant this £1500 funding. Both Agreed	CLERK

All other matters not discussed on the Agenda taken forward to the next meeting

FULL/20/61 DATE OF NEXT FULL COUNCIL MEETING: 19th October 2020 at 7.30pm

Meeting closed at 10:00pm

Signed Date 19th October 2020

Chairman

Video recording of this meeting is available at

Video: <https://archive.org/details/2020-09-21-steyning-parish-council-full>