

Published 3rd June 2021

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

Cllrs Lloyd (Chair), Norcross, Bell, Young, I Alexander, Goldsmith, Hanson & Campbell.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 8th JUNE 2020 AT 7.30 PM IN THE STEYNING CENTRE**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

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.

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 will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. Please note that under new Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded in the minutes, which are made available to the public, and also note that other members of the public could be making audio or video recordings for their own purposes.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors to agree as a true and fair record, the draft minutes of the Community Committee meetings held on the 6th April and 6th May 2021. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/20/91.2 Letter to be written and sent to the residents of Newham Lane regards access to MPF – **Actioned/See Item 9.6**
 - 5.2** C/20/95.1 Clerk to set up working party with HDC regards Fletcher's Croft Lease – **Actioned / See item 9.5**
 - 5.3** C/20/93.1 Clerk to set up working party to further discuss Allotment agreement – **Actioned / See item 7.1**
 - 5.4** C/20/102 March minutes amended - **Actioned**
 - 5.5** C/20/103.4 Steypning 20mph consultation report to be completed and brought to next Agenda–**Actioned/See item 6.1**
 - 5.6** C/20/104.1 Permissions given to Sharna for Ice Cream vend on MPF subsequent to papers checks - **Actioned**
 - 5.7** C/20/104.1 Feedback concerning request for burger van to operate on High St. to be relayed to HDC - **Actioned**
 - 5.8** C/20/104.2 Grass cutting contract to be amended regards Abbey Rd. - **Actioned**
 - 5.9** C/20/105.1 Allotment Tenancy Agreement to go out to plot holders as a consultation - **Actioned**
 - 5.10** C/20/105.2 Clerk to organise 8 skips for the Allotments - **Actioned**
 - 5.11** C/20/106.2 Contractors to complete light installation at toilets and external lights to Steypning Centre building - **Actioned**
 - 5.12** C/20/106.2 Legionella inspection report chased, and actions completed – **Actions being undertaken via Premises C.**
 - 5.13** C/20/107.2 Community Committee EOM to be convened – **Actioned**
 - 5.14** C/20/108.1 Clerk to organise fence repairs at South Ash and reclaim monies from joint owners – **Actioned**
 - 5.15** C/20/113.1 Concrete repairs to front apron of Changing rooms – quotes to be brought to next meeting – **See item 9.1**

- 5.16 C/20/113.1 Paul Shippam to bring back to Committee Cricket Club proposals regards Car Park management- **See item 6.2**
5.17 C/20/114.1 Joint ownership of South Ash fence to be written into Asset /Land register – **Actioned**
5.18 C/20/114.2 Committee to have playground reports every meeting – **See item 9.4**

6.0 COMMUNITY MATTERS *(supporting papers)*

- 6.1 To discuss and agree to the publication of the reports from the Steyning 20mph Scheme working party following the end of the public consultation and also to recommend to Full Council that SPC proceeds with a Community Highways Scheme application, as recommended by the Working Party, and to suggest a provisional figure for how much Section 106 funds to apply for.
6.2 To receive a report from Steyning Cricket Club Chairman and to discuss and agree any actions arising.

7.0 ALLOTMENTS *(supporting papers)*

- 7.1 Update from the Allotment working party on the new 'Allotment Agreement', and to discuss and agree any actions arising following working party recommendations.
7.2 To receive the Allotment report from the Clerk
7.3 To discuss and agree the recommendation from the working party that the clerk be delegated to a cost of up to £4,000 to complete installation of Phases 1A, 1B and 1D plus to replace standpipe tap head with double headed tap (as specified in supporting papers) and any other actions as necessary.

8.0 FINANCE *(Supporting Papers)*

- 8.1 To agree the Income & Expenditure reports for April & May 2021

9.0 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE *(supporting papers)*

- 9.1 To receive quotes regarding regrading and widening of the area of concrete in front of Changing rooms and to discuss and agree any actions arising.
9.2 To discuss and agree a possible movement of an MPF bench following the representation made by a local Resident at a previous meeting.
9.3 To receive the Grass Cutting update
9.4 To receive the Playground report from the Clerk.
9.5 To receive working party recommendations regarding Fletchers Croft lease renewal and to discuss and agree any actions
9.6 To receive an update from the Clerk regards access to the MPF from rear 2 Newham Lane - correspondence.
9.7 Change of lock to emergency access gate at the MPF – notification from the Clerk
9.8 To discuss and agree a request from a resident to place a memorial plaque on an existing bench on the MPF with a contribution to SPC (See supporting emails)

10.0 PROGRESS REPORT – To discuss and agree if necessary, the following ongoing actions.

- 10.1 C/20/58.14 Cllr Hanson / Clerk to appeal to school for reinstatement of Library Car Park arrangement
10.2 C/20/59.3 Memorial / Celebration tree policy to be reviewed
10.3 C/20/101.2 Further discussions regards Steyning Centre LED light installation to be undertaken through F&GP
10.4 C/20/113.1 Clerk to proceed with MPF Car Park re-painting of lines project
10.5 C/20/113.2 Clerk to obtain quotes for Godstalls Lane autumn tree works
10.6 C/20/113.3 Support for recycling bin in High Street conveyed to Greening Group and firm proposal sought
10.7 C/20/114.3 Clerk to proceed to purchase basket swing replacement and install
10.8 C/20/114.3 Clerk to supply installation cost to Councillors before installation commences
10.9 C/20/115.1 Clerk to convene an all-councillor working party to discuss possible play equipment installations
10.10 C/20/116.4 Chandler's way project consultation papers to be re sent to councillors and brought back to committee

11.0 INFORMATION / CORRESPONDENCE ITEMS

- 11.1 None at time of publication

12.0 DATE OF NEXT MEETING – 6th July 2021 at 7.30 pm.

John Fullbrook,
Clerk to the Council



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