
MINUTES OF THE COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 7TH SEPTEMBER 2021 AT 7.30PM AT THE STEYPNING CENTRE.

Present: Cllrs Lloyd (Chair), Bell, Hanson, Young, s. Alexander, Campbell and Goldsmith

Clerk: Hazel Roxby

Members of the public: 5 Including Cllr S Sullivan and G Sullivan .

Meeting Commenced : 7.30pm

DRAFT MINUTES

C/21/24 APOLOGIES FOR ABSENCE

ACTIONS

24.1 Apologies were received from Cllrs Norcross and I Alexander

C/21/25 DECLARATIONS OF INTEREST AND DISPENSATIONS

25.1 There were no declarations of interest from Councillors.

C/21/26 QUESTIONS FROM THE FLOOR

26.1 Trevor Cree *asked if the council could confirm that permission to reopen the South Ash and Fletchers Croft play areas had been received in writing from the insurers and that the correspondence has been shared with all SPC Councillors.*
Cllr Lloyd responded that the question would be answered at 8.2 of the Agenda. (31.2.1)

C/21/27 MINUTES OF PREVIOUS MEETINGS

27.1 Cllr Lloyd **proposed, seconded** by Cllr Simon Alexander to accept the minutes of the 6th July as a true and fair record. **Agreed.** 5 in favour 2 abstentions.

C/21/28 MATTERS ARISING AND ACTIONS –

Cllr Lloyd **proposed, seconded** by Cllr Simon Alexander the following items, 28.1 to 28.10, be taken as read. **Agreed** 6 for and 1 abstention.

28.1 Clerk to proceed to purchase basket swing replacement and install – **Actioned**

28.2 Clerk to work with Cllr Lloyd and Mr Barnard on S106 application enquiry - **Actioned**

28.3 Widening/ replacement of concrete in front of MPF Changing rooms, Clerk to appoint independent person – **Actioned / See item 8.5**

28.4 Parking Notice amendments to be made and forwarded on to committee – **Actioned**

28.5 MPF Car Park management plan amendments made and sent off - **Actioned**

- 28.6 Clerks office to determine when the use of the MPF Car Park by Pizza Van to end – **Actioned** D Clerk
- 28.7 Notification of Allotment price increase to be sent out with notice letters in September – **Actioned**
- 28.8 Agreed payment options to be included in final draft of Allotment Agreement – **Actioned**
- 28.9 Final version Allotment Agreement to include Clause 11 amendments re sub-division of plots - **Actioned**
- 28.10 Drought action plan information distributed to other councillors and placed on notice boards and web site - **Actioned**

C/21/29 COMMUNITY MATTERS

- 29.1 **Update from the Abbey Road village green volunteers and to discuss and agree request to complete pond excavation works.**
 Roger Brown had sent a report which was circulated to all councillors and is on the website. He had requested Cllrs agreement to complete pond excavation works.
 Cllr Campbell **proposed, seconded** by Cllr Simon Alexander that the Abbey Road Conservation Volunteers are authorised to carry out the work to the pond as set out in the supporting paper, subject to the office carrying out the necessary risk assessment and ensure it is complied with and subject to SPC having in place its public liability insurance. **Agreed.** Clerk
- 29.2 **Update on the Steyning 20 MPH Highways scheme** – date of next working party to be agreed. Cllr Lloyd to email out to committee members once a date has been agreed. Cllr Lloyd

C/21/30 FINANCE

- 30.1 **To agree the Income & Expenditure reports for June & July 2021.**
 Cllr Goldsmith queried if the Cleansing Grant had been received for this year. Deputy Clerk informed that it hasn't yet been received. Deputy Clerk to chase HDC to request when the grant might be received. D/ Clerk
 Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that the reports for June and July 2021 as per the supporting papers be accepted as a true and fair record. **Agreed.**

C/21/31 MEMORIAL PLAYING FIELD and OTHER OPEN SPACE

- 31.1 **To receive the Grass Cutting update**
 The grass cutting report was sent to all councillors. Cllr Campbell queried what will happen with the missed cuts. Deputy Clerk responded that they will be added to the end of the season if required and if the cuts are not required, they won't be paid for.
 Deputy Clerk informed that Idverdi have said that they hope to be able to cut the Abbey Road meadow earlier than usual as per request from the Village Green Volunteers, however it will depend on being able to change the maintenance schedule that was drawn up at the beginning of the season.
 Cllr Lloyd **proposed, seconded** by Cllr Simon Alexander to delegate the Deputy Clerk to find out how important it is the cut at Abbey Road meadow is done early and if Idverdi can do the cut. **Agreed.** D/Clerk
- 31.2.1 **To receive the Playground report from the Clerk, and discuss and agree any subsequent actions.**
 As the Clerk has been on compassionate leave there was no playground report. The Chairman read out a statement to update members and the public on the issue surrounding the closure of

the play areas. The statement will be appended to the minutes.

Cllr Lloyd stated that he was going to propose a motion without further debate as the issues have been dealt with.

Cllr Lloyd **proposed, seconded** by Cllr Simon Alexander that The Community Committee adopt the report made by the Chairman in response to the unfounded allegations made against the council. The report is appended to the minutes and is uploaded to the website. That the Deputy Clerk is delegated to send the report to our Brokers, Wicksteed, HDC inspection team, the HDC Monitoring Officer, our solicitors, our Internal and External Auditors and any other person or company who has been in receipt of any emails on this subject. To delegate the Clerk or Deputy Clerk, as the case maybe, together with the Chair and Vice-Chair of the Community Committee to prepare any other reports that they deem necessary on the issue and its implications and report this to Full Council on 20th September if appropriate. **Agreed.**

D/Clerk

Following the Chairman's statement Cllr Campbell requested to be given a right of reply, the Chairman stated that he was not allowing any further debate on this item.

There followed disorderly conduct and disrespect to the Chairman from some Councillors and interruption from the audience which disrupted the meeting for approximately 10 minutes after which Cllrs Campbell and Goldsmith and 3 members of the public left the meeting.

- 31.2.2** The Deputy Clerk requested that a decision be made on the slide in Chandlers way for either repair or removal. The Contractor is able to remove the slide and trip hazards and make good the area. Cllr Lloyd explained the slide was only rated moderate by the Wicksteed inspection report, but our individual people thought it was a bit more dangerous. Due to working party discussions concerning Chandlers way being considered for a pocket park with an incorporated play area, Cllr Lloyd **proposed, seconded** by Cllr Young that due to danger to children the slide is removed in Chandlers Way play area and it will be replaced with equipment that is going to be considered for a pocket park in due course. **Agreed**

D/Clerk

31.3 To agree to meet with the Tree Surgeon to discuss the next SPC Tree Management Plan / Conditioning Report

A date will be sent out to committee members once there is an agreed date.

Clerk

- 31.4 To discuss and agree possible support for re-wilding of grass verges as per supporting papers**
The issue with this request is that West Sussex County Council are responsible for the Highways and the Parish Council should not interfere or support the rewilding of verges if it interferes with a vehicles visibility. Cllr Lloyd suggested that WSCC are requested if they have a protocol for a vehicles visibility and the potential of rewilding on the grass verges.
Cllr Lloyd **proposed, seconded** by Cllr Bell to delegate the Deputy Clerk to contact WSCC for visibility protocols and the potential for rewilding on those displays. **Agreed.**
Respond to the lady requesting support for rewilding to inform her of the committee action.

D/Clerk

31.5 To discuss and agree any actions following the report from an engineer regards replacement and widening of concrete at MPF changing rooms.

The committee received as supporting papers the engineers report for the concrete at the MPF. Cllr Lloyd **proposed, seconded** by Cllr Simon Alexander to delegate the Deputy Clerk to seek 3 quotations for the scope of work that has been provided by the consultant. **Agreed**

Clerk/D
Clerk

31.6 To discuss and agree any actions following support of the recycling bin request and quote received.

The committee discussed the quotation received and the issues that may occur with a public recycling bin. Cllr Lloyd suggested that HDC be contacted to find out which other councils/groups have these bins and the office to contact them to find out how good the system

has been and if there have been issues with non-emptying and recycled goods having been contaminated. Office to ask HDC to provide pictures and sizes of the bin so the council can discuss where it could be positioned in the High Street.

**Clerk/d
clerk**

C/21/32 PROGRESS REPORT PROGRESS REPORT – To discuss and agree, if necessary, the following ongoing actions.

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|--------------|--|----------------------------------|
| 32.1 | C/20/58.14 Cllr Hanson / Clerk to appeal to school for reinstatement of Library Car Park arrangement - Ongoing | Cllr
Hanson
Clerk |
| 32.2 | C/20/59.3 Memorial / Celebration tree policy to be reviewed - ongoing | Clerk |
| 32.3 | C/20/113.2 Clerk to obtain quotes for Godstalls Lane autumn tree works - ongoing | Clerk |
| 32.4 | C/20/113.3 Support for recycling bin in High Street conveyed to Greening Group and firm proposal Sought – discussed at item 32.6 | Clerk |
| 32.5 | C/20/115.1 Clerk to convene an all-councillor working party to discuss possible play equipment installations - to be convened | Clerk |
| 32.6 | C/20/116.4 Chandler's way project consultation papers to be re sent to councillors and brought back to committee - Cllr Hanson proposed, seconded by Cllr Young to set up a working party consisting of Cllrs Hanson, Young and Simon Alexander to look at the consultation papers and come up with suggestions for the pocket park. Agreed. | w/party/
clerk |
| 32.7 | C/20/7.3 Clerk to collect quotes for Allotment water service enhancement works -ongoing | Clerk |
| 32.8 | C/20/9.6 2 Newham Lane letter to be drafted by Cllrs Lloyd, Campbell, and the Clerk – the letter has been drafted but unsure if it has been sent. | Cllr Lloyd
/clerk |
| 32.9 | C/21/9.5 Cllr Lloyd to speak to HDC regarding adding play equipment moved at HDC expense, if needs be, onto Fletchers Croft licence – this is with HDC legal department - Deputy Clerk to chase. | Cllr Lloyd |
| 32.10 | C/21/18.1 'A' Frame to be purchased for notification purposes in MPF Car Park with dates and times interchangeable – Cricket Club can obtain an A frame for a notice and needs further information to where a fixed sign can be placed. Deputy Clerk to request price for A Frame. | D Clerk |
| 32.11 | C/21/18.3 Licence agreement for the Pizza Van to be produced and agreed by Chair and Vice Chair - Deputy Clerk to find out dates for use during winter. Cllr Lloyd to ask HDC for a copy of a licence agreed for a trade use in a car park. | Cllr Lloyd
D Clerk |
| 32.12 | C/21/18.4 Gain three quotes and complete works on water tank replacement at MPF changing rooms. As no further quotes for this work have forthcoming the Chairman and Deputy Clerk will arrange for the work to be carried out as agreed at the previous meeting up to the value of £5330.00. | D Clerk |

C/21/33 INFORMATION / CORRESPONDENCE ITEMS

- 33.1** None at time of publication

c/21/34 DATE OF NEXT MEETING – 2nd November 2021 at 7.30 pm.

Chairman closed the meeting at 8.44pm

Signed: Date: 7th September 2021
Chair