

Date published 10th November 2021

TO ALL MEMBERS OF STEYPING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL COUNCIL MEETING TO BE HELD ON
MONDAY 15TH NOVEMBER 2021 AT 7.30 PM AT THE STEYPING CENTRE

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING BY SUBMITTING A
REQUEST TO THE CLERK IN ADVANCE, AS **DUE TO COVID RESTRICTIONS SPACES ARE LIMITED –**

***GDPR Notice** : Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record meetings of Steyping Parish Council. Members of the public are also advised that by attending a meeting of Steyping Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place. Any equipment used in the Steyping Centre and plugged into the main electrical supply must be PAT tested.*

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST.** – Disclosure by Councillors of their personal interests in regards matters on the agenda, and whether the councillor regard their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions. Please note that under 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,*
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the draft minutes of the meetings held on the 20th September 2021 as a true and fair record.
- 6.0 MATTERS ARISING**
These items to be taken as read
 - 6.1** Clerk to complete induction of new SPC Councillor – Rona Parsons - **Actioned**
 - 6.2** 'Explanation' text to be added to 19th July FC Minutes when placed on Web site - **Actioned**
 - 6.3** Clerk to distribute representations and any other information received from HDC concerning SPC Neighbourhood plan - **Actioned**
 - 6.4** Clerk to appoint Mulberry and Co as SPC internal auditor - **Actioned**
 - 6.5** A meeting organised with Steyping Grammar School to discuss Cuthman Centre usage by Youth Service - **Actioned**
 - 6.6** Take HDC approved Code of Conduct to a Working Practices Group then back to Full Council – **Actioned / See item 11.1**
 - 6.7** Christmas lights, alternative quotes to be obtained and agreement to purchase obtained - **Actioned**
 - 6.8** Clerk to inform NP Steering committee members that they have agreement to proceed once SPC receive final clarification note - **Actioned**
 - 6.9** Planning EOM minutes for 13th August '21 to be placed on web site - **Actioned**
- 7.0 REPORT FROM DISTRICT COUNCILLORS**
 - 7.1** Cllr Bob Platt – (HDC) update
 - 7.2** Cllr Tim Lloyd – (HDC) update
- 8.0 NEIGHBOURHOOD WARDENS' REPORT** (*Supporting papers*)
 - 8.1** To receive the Neighbourhood Wardens report for September and October 2021

9.0 SPC NEIGHBOURHOOD PLAN UPDATE (Supporting Papers)

- 9.1** To discuss and agree a motion as per recommendation from the Steyning Neighbourhood Plan Steering Committee as follows *'The Parish Council resolve that, once the Steyning Neighbourhood Plan is 'made', they will commence a review of the plan when other changes are made to the adopted Development Plan for the neighbourhood plan area. This review will consider whether the Steyning Neighbourhood Plan still aligns with strategic policy and include consideration of the delivery of new homes, design codes, our economy, the High Street, open space, transport, infrastructure, Local Green Space, the 'climate emergency' and any other matters considered relevant at that time.'*
- 9.2** To receive the draft Response to the Examiners Clarification Note as per recommendation from the Neighbourhood Plan Steering Committee and to agree that it should be sent forthwith to HDC and the South Downs National Park to be duly passed onto the Examiner

10.0 CLAY'S FIELD (Supporting Papers)

- 10.1** To receive a report from Cllr Campbell and to discuss and agree the motion as specified within the supporting paper and any other actions as necessary

11.0 GOVERNANCE MATTERS (Supporting papers)

- 11.1** To discuss and agree to adopt the newly produced, and HDC approved, and Working Practices recommended Code of Conduct Policy, and to agree the amendment to standing orders as recommended by working practices and as per supporting papers
- 11.2** To review and confirm the membership of the Planning and Premises Committee in view of the new appointment of Rona Parsons as an SPC Councillor
- 11.3** To discuss and agree amendments to the Grant Awarding Policy

12.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 12.1** Cllr Lloyd and Trundle – (HALC/ WSALC/NALC) update
- 12.2** Cllrs Chris Young and Bell – Isolation and Loneliness / PPG update
- 12.3** Cllrs S. Alexander and Lloyd – Update on Wardens Steering Group
- 12.4** Cllr Northam and Norcross – Joint Parishes Cemetery Committee
- 12.5** Cllrs S. Alexander, Trundle, Bell and Hanson – Climate Change Emergency working party
- 12.6** Cllrs S. Alexander and I. Alexander – South Downs National Park
- 12.7** Cllr Norcross and S. Alexander – Update on Joint Parishes Youth Committee
- 12.8** Cllr I. Alexander – Steyning Society - update on the Steyning Heritage List Project

13.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS (Supporting papers)

- 13.1 Community Committee** – To receive the Minutes and Draft Minutes from the meetings held on the 8th June, 6th July and 7th September and to adopt or otherwise any recommendations.
- 13.2 Finance and General Purposes Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 15th June and 12th October and to adopt or otherwise any recommendations.
- 13.3 Planning and Premises Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 28th June, 12th July, 26th July, 13th August, 23rd August, 6th September, 27th September and 25th October 2021 and to adopt or otherwise any recommendations.

14.0 PROGRESS REPORT

- To receive the following ongoing items and to discuss and agree any necessary actions to be taken
- 14.1** SPC Land Register to be brought back to Full Council, subject to ongoing processing of non-registered land by solicitors
- 14.2** Soft Sands Working party members to liaise with residents/groups to offer support
- 14.3** Cllr Campbell's rebuttal statement placed on SPC web site and to also include Personnel Committee's counter arguments
- 14.4** Cllr Norcross to present Millennium Award to the Upper Beeding Hub in person when able
- 14.5** Wardens to report on antisocial behaviour issues and what is being done to avoid further issues

15.0 CORRESPONDENCE AND INFORMATION ITEMS

15.1 Letter from the M.P. – Andrew Griffith

16.0 DATE OF NEXT FULL COUNCIL MEETING: 17th January 2021 at 7.30pm

John Fullbrook
Clerk to the Council