

Date published 12th January 2022

TO ALL MEMBERS OF STEYPING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL COUNCIL MEETING TO BE HELD ON
MONDAY 17TH JANUARY 2022 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 15th November 2021 as a true and fair record.
- 6.0 MATTERS ARISING**
These items to be taken as read
 - 6.1** Latest Youth Club position to be further discussed at next Full Council meeting – **See item 10.7**
 - 6.2** The Clerk to send to HDC and SDNP planning officers the agreed response to the Neighbourhood Plan Examiners Clarification Note - **Actioned**
 - 6.3** The Clerk advised Bramber Parish Council on the discussions and decisions made by SPC in regard to Clays Field at the last Full Council Meeting - **Actioned**
 - 6.4** Cllr S. Alexander stands down from Premises & Planning Committee and Cllr Parsons appointed & all notified - **Actioned**
 - 6.5** The Grant policy to be further reviewed by F&GP committee and returned to Full Council for agreement – **See item 11.2**
 - 6.6** 25th October P & P Draft Minutes taken back to Premises and Planning Committee for revision - **Actioned**
 - 6.7** Letter from MP Andrew Griffith distributed to clubs and published - **Actioned**
 - 6.8** D. Clerk to attend Clerks forum in January - **Actioned**
- 7.0 REPORT FROM DISTRICT AND COUNTY COUNCILLORS**
 - 7.1** Cllr Bob Platt – (HDC) update
 - 7.2** Cllr Tim Lloyd – (HDC) update
 - 7.3** Cllr Paul Linehan – (WSCC) update
- 8.0 NEIGHBOURHOOD WARDENS' REPORT** (*Supporting papers*)
 - 8.1** To receive the Neighbourhood Wardens report for November and December 2021

9.0 FINANCIAL MATTERS (Supporting papers)

- 9.1** To approve the recommendation from the Finance and General Purposes Committee and agree the Steyning Parish Council 2022/2023 Budget and associated Precept request to HDC for 2022/2023, plus the Band D tax figure.

10.0 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 10.1** Cllr Lloyd and Trundle – (HALC/ WSALC/NALC) update
10.2 Cllrs Chris Young and Bell – Isolation and Loneliness / PPG update
10.3 Cllrs S. Alexander and Lloyd – Update on Wardens Steering Group
10.4 Cllr Northam and Norcross – Joint Parishes Cemetery Committee
10.5 Cllrs S. Alexander, Trundle, Bell and Hanson – Climate Change Emergency working party
10.6 Cllrs S. Alexander and I. Alexander – South Downs National Park
10.7 Cllr Norcross and S. Alexander – Update on Joint Parishes Youth Committee
10.8 Cllr I. Alexander – Steyning Society - update on the Steyning Heritage List Project

11.0 GOVERNANCE MATTERS (Supporting papers)

- 11.1** To agree to sign the Youth Club MOU following the recommendation from the F&GP Committee
11.2 To discuss and agree an updated SPC Grants Awarding Policy following the recommendation from F&GP Committee
11.3 To discuss and agree SPC Committee Meeting Calendar for up to May 2023
11.4 To discuss and agree the recommendation from the SPC Internal Auditor to amend the SPC financial regulations following F&GP's recommendation as per supporting papers
11.5 To discuss and agree the recommendation from F&GP that the Chairman's function be cancelled, and that the Community Award Ceremony be part of the Annual Parish Meeting.
11.6 To discuss and agree that the Chair and Vice Chair be delegated to discuss with the HDC Standards office (Monitoring Officer) as to why outstanding SPC Cllr Code of Conduct matters have seemingly not been dealt with in a timely manner, as per recommendation from Personnel Committee
11.7 How to interpret Risk Assessments – Report from the Clerk

12.0 PROGRESS REPORT

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

13.0 CORRESPONDENCE AND INFORMATION ITEMS

- 13.1** None at time of printing

14.0 DATE OF NEXT FULL COUNCIL MEETING: 21st February 2022 at 7.30pm

John Fullbrook
Clerk to the Council