

MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 17TH JANUARY 2022 AT 7.30PM

Councillors Present : Cllrs Norcross (Chairman), Hanson, Trundle, I. Alexander, Northam, Rudkin
Goldsmith, Parsons, and S. Alexander.

Clerks in attendance : John Fullbrook

Members of the Public : 6 {including Wardens, Paul Conroy and Mike Pearce}

Meeting commenced 7.30 pm

DRAFT MINUTES

ACTION

FULL/21/76 APOLOGIES FOR ABSENCE

76.1 Apologies were received from Cllrs Young, Lloyd, Sullivan, Campbell and Bell
Apologies also received from District Councillor Bob Platt and County Councillor Paul Linehan.

FULL/21/77 DECLARATIONS OF INTEREST

77.1 None received

FULL/21/78 QUESTIONS FROM THE FLOOR (in Summary)

78.1.1 **Q** - Mr Cree – Following a statement he asked - *We at SPC set the Gold Standard for others in openness and transparency in local government. Just because other councils follow the Bronze Standard by having far fewer council meetings than Steyping does not mean that we had to lower our own standards. The official SPC video recordings are very good; will we stop them because other councils do not do so? Tonight, we see the direct result of that reduced meeting Calendar inasmuch as there needs to be discussion of two different Budget Proposals under 9.1 because the 2022/2023 Projects have not been finalised in advance. Please could you explain why this is the case and do you not think that it is time to learn some lessons?"*

78.1.2 **A** – Cllr Norcross responded, 'in the absence of understanding what lessons you are referring to then the answer would be 'No'.

A – In terms of the budget, the Chair of F&GP stated that the number of meetings was not a problem.

FULL/21/79 MINUTES OF PREVIOUS MEETINGS

79.1 Cllr Norcross **proposed, seconded** by Cllr S. Alexander that the 15th November 2021 draft minutes be accepted as a true and fair record. **Agreed**

FULL/21/80 MATTERS ARISING - These were taken as read

80.1 Latest Youth Club position to be further discussed at next Full Council meeting- **See item 84.7**

80.2 The Clerk to send to HDC and SDNP Planning Officers the agreed response to the Neighbourhood Plan Examiners Clarification Note – **Actioned**

80.3 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**

- 80.4** Cllr S. Alexander stands down from Premises & Planning Committee and Cllr Parsons appointed & all notified – **Actioned**
- 80.5** The Grant policy to be further reviewed by F&GP committee and returned to Full Council for agreement – **See item 85.2**
- 80.6** 25th October Planning and Premises Draft Minutes taken back to the committee for revision - **Actioned**
- 80.7** Letter from MP Andrew Griffith distributed to clubs and published - **Actioned**
- 80.8** D. Clerk to attend Clerks forum in January - **Actioned**

FULL/21/81 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

- 81.1.1** No District or County Councillor in attendance

FULL/21/82 NEIGHBOURHOOD WARDENS' REPORT

- 82.1.1** To receive the Neighbourhood Wardens report for November and December 2021. – The Wardens read out their December report and took questions on both November and December reports and related matters.

Note *Cllr Rudkin walked out of the meeting during the next item without explanation – 7.45pm*

FULL/21/83 FINANCIAL MATTERS

- 83.1** Adopting the Steyning Parish Council Budget for 2022/23.
- The Chair of F&GP and the Clerk reported on the process and discussion which lead to the decision at F&GP Committee to recommend a 3.12% increase to last years Precept request. A 0% increase had also been discussed at length and the Clerk outlined in supporting papers what the difference would mean in terms of the council's ability to complete projects that had been prioritised for completion. The Clerk also pointed out the relative associated rise in Band D property Council Tax, and in the case of the F&GP preferred 'Option 1', the Band D figure would increase from £125.49 last year to £127.72 for 2022/23.
- Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC accepts the consolidated budget for 2022/23 as laid out within supporting paper 9.2 - 'Option 1' which includes a precept figure of £332,357.00 {an increase of 3.12%}. **Agreed 6 For, 2 Against.**

CLERK

FULL/21/84 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

- 84.1** Cllr Lloyd and Trundle – (HALC/ WSALC/NALC) – No meetings to report
- 84.2** Cllrs Chris Young and Bell – Isolation and Loneliness / PPG – Cllrs not in attendance
- 84.3** Cllrs S. Alexander and Lloyd – Cllr S. Alexander updated on the Wardens steering committee stating that the next meeting was due on the 16th February at 3pm. Cllr Goldsmith pointed out that he had received comments about the wardens not working enough weekends when previously they had worked every weekend, and that when they are off duty, that their answer phones are manned by the PCSO's. The Chair pointed out SPC were not in charge of the PCSO's, however these matters will be discussed at the meeting.
- 84.4** Cllr Northam and Norcross – Joint Parishes Cemetery Committee – The next meeting is due on the 19th of January at 7pm.
- 84.5** Cllrs S. Alexander, Trundle, Bell and Hanson – Climate Change Emergency working party – No meeting has been held.

**Cllr S.
Alexander
& Lloyd**

84.6	Cllrs S. Alexander and I. Alexander – South Downs National Park - No meeting has been held.	
84.7	Cllr Norcross and S. Alexander – Updated on the Joint Parishes Youth Committee – There being ongoing discussions with Steyning Grammar School, Steyning Cricket Club and the Youth Service to determine short- and long-term solutions to the issue of finding a home for the Steyning Sessions.	
84.8	Cllr I. Alexander – Steyning Society – updated that when the final Heritage List is produced it will be presented to the planning committee and then this will come back to Full Council	
FULL/21/85	GOVERNANCE MATTERS	
85.1	Signing the Youth Club MOU. Cllr Norcross proposed, seconded by Cllr S. Alexander that SPC agrees to sign {accept} the 2022/23 Youth Club MOU following the recommendation from the F&GP Committee. Agreed	CLERK
85.2	To agree an updated SPC Grants Awarding Policy. Cllr Norcross proposed, seconded by Cllr Parsons that SPC agrees the updated SPC Grant Awarding policy as per supporting papers at 11.2 with the recommended amendments {from F&GP}. Agreed	CLERK
85.3	To agree SPC Committee Meeting Calendar for up to May 2023. Cllr Norcross proposed, seconded by Cllr S. Alexander that SPC accepts the 2022/23 Steyning Parish Council Meeting Calendar as presented {in supporting papers}. Agreed	CLERK
85.4	To agree the recommendation from the SPC Internal Auditor to amend the SPC financial regulations, following F&GP's recommendation as per supporting papers. Cllr Norcross proposed, seconded by Cllr S. Alexander that SPC accepts the recommendation from the SPC Internal Auditor to amend the SPC Financial Regulations as presented in supporting paper 11.4.2. Agreed	CLERK
85.5	To 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 (APM). It was generally felt that this was a good idea, if not the APM then a spring / summer event though not necessarily calling it a chairman's function. This item to be discussed again at the next meeting so that members could have time to deliberate the idea.	CLERK
85.6	To 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. Cllr Norcross proposed, seconded by Cllr S. Alexander 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. Agreed	CLERK
85.7	How to interpret Risk Assessments – Report from the Clerk The Chair suggested that with so few councillors in attendance it would be best to consider another date rather than have to receive the report twice. Cllr Norcross proposed, seconded by Cllr Hanson that SPC defers 'How to interpret Risk Assessments, a report from the Clerk' to the next Full Council Meeting. Agreed	CLERK
FULL/21/86	PROGRESS REPORT	
86.1	SPC Land Register to be brought back to Full Council, subject to ongoing processing of non-registered land by solicitors – Ongoing	CLERK

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| 86.2 | Soft Sands Working party members to liaise with residents/groups to offer support - Ongoing | CLERK |
| 86.3 | Cllr Campbell's rebuttal statement placed on SPC web site and to also include Personnel Committee's counter arguments - Ongoing | CLERK |
| 86.4 | Cllr Norcross to present Millennium Award to the Upper Beeding Hub in person when able – Actioned | |
| 86.5 | Wardens to report on antisocial behaviour issues and what is being done to avoid further issues – Ongoing | CLERK |
| 86.6 | SPC Chairmen to attend WSALC Chairs forum – Actioned – Cllr Norcross stated that the meeting discussed growing opposition to the Rampion 2 scheme, plus the fact that the WSALC CEO had written to the local MP to again appeal to the Government to allow remote meetings as many Councils continue to experience issues with convening meetings during the Covid pandemic. | |
| FULL/21/87 | CORRESPONDENCE AND INFORMATION ITEMS | |
| 87.1 | None | |
| FULL/21/88 | DATE OF NEXT FULL COUNCIL MEETING: 21st February 2021 at 7.30pm
Meeting Closed at 8.41pm | |

Signed Date 21st February 2021

Chairman

A Video recording of this meeting is available on the SPC Website or via this link below

<https://youtu.be/Q8ciTPgkmgw>