



The Steypning Centre
Fletchers Croft
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TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE HEREBY SUMMONED TO AT THE STEYNING CENTRE TO BE HELD ON MONDAY 28TH FEBRUARY 2022 AT 7.30PM.

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

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 Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning 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 Steypning Centre and plugged into the main electrical supply must be PAT tested

A G E N D A

- 1.0 **APOLOGIES** – to receive apologies and reasons for absence.
- 2.0 **DECLARATIONS OF INTEREST** – to receive Councillors declarations of interest in items on the agenda
- 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 relevant to items on the agenda or (preferably) to answer questions which have been submitted in writing to the Deputy Clerk by 12. noon on Friday 25th February 2022.
- 4.0 **MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 24th January 2022 and Extra Ordinary meeting on Monday 14th February 2022
- 5.0 **MATTERS ARISING AND ACTIONS**
 - 5.1 **124.1 Request dates for February** with Richborough preferably an evening meeting. **Actioned** -Update from Deputy Clerk
 - 5.2 **124.3 - Blinds** for the committee room to be purchased with left over budget up to the value of £400.00 - **Ongoing**
 - 5.3 **124.4 – Update on Historic Buildings project** - **Ongoing** -Cllr Ian Alexander
 - 5.4 **126.1 - Bungalows being turned into houses** - Research possible policy - Cllr Alexander
 - 5.5 **129.4 – Bus Shelter ramp** –Deputy Clerk to arrange a meeting with the Building Surveyor to discuss other ideas for a ramp at the bus shelter.- **Actioned** update at 10.3
 - 5.6 **129.5 - Canopy for Playgroup reading area** - Deputy Clerk to investigate with the Clerk and the Preschool whose asset the canopy would ultimately be and who will be responsible for the insurance and the maintenance. – Update from Deputy Clerk
 - 5.7 **130.1 -Extra Column for income and expenditure report** – Deputy Clerk to forward the request to the Clerk. **Actioned.**
 - 5.8 **130.2 – Steypning Centre Hall Hire Prices** - Increase hall hire prices by 4% for 2023-24.- **Actioned**
 - 5.9 **130.3 Dishwasher Replacement** -Deputy Clerk to get comparable quotes for a dishwasher for Coombe Court up to the value of £4,500 and move forward with purchase. **Actioned.** Update from Deputy Clerk
 - 5.10 **SDNPA consultation Self-Build and Custom Housebuilding Register** - to go to Full Council to ascertain if the council wish to respond. **Actioned.** See Item 12.0



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.0 PLANNING APPLICATIONS**
- 6.1 DC/22/0100 – Land North of Huddlestone Farm, Horsham Road** – Installation of a solar farm + with associated infrastructure.
- 6.2 DC/22/0148 – 1 Rosemary Avenue** – Erection of a single storey rear extension.
- 6.3 DC/22/0344 – St Andrews Parish Church, Vicarage Lane** - Works to Trees in a Conservation Area (Surgery to Horse Chestnut)
- 6.4 DC/22/0187 – 8 Greenacres** – Erection of a single storey side extension
- 7.0 LATE PLANS**
- 7.1** None at time of printing
- 8.0 ENFORCEMENT NOTIFICATIONS**
- 8.1** None at time of printing
- 9.0 PLANNING DECISIONS FROM HDC and SDNP**
- 9.1** As per the attached supporting paper.
- 10.0 DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 10.1 Bookings** - Update
- 10.2 Film nights** - Update
- 10.3 Bus Shelter Ramp** - Update following meeting on 21st February.
- 10.4 Automatic Door Service** - Update.
- 10.5 Request from PPG** – to discuss request have a real time health information screen in the foyer at the Steyning Centre.
- 10.6 Welcome Back Fund by HDC** – to receive information from HDC for refurbishment of High Street toilet windows and doors.
- 11.0 FINANCIAL ITEMS**
- 11.1 Income and Expenditure report for January 2022**– to accept the reports as a correct record of the finances.
- 11.2 Cupboard Hire Charges** - To reconsider the decision made by Planning and Premises committee on 28th June 2021, not to waiver the cupboard hire charge.
- 11.3 Gardening Contractor** - To discuss and agree Gardening Contractor requested rate increase
- 11.4 Partition Door Service** – to discuss and agree remedial repair to telescopic panel identified during the recent service
- 12.0 SDNPA consultation Self-Build and Custom Housebuilding Register** – to discuss and agree a response to the consultation as agreed at the Parish Council Meeting on 21st February.
- 13.0 CORRESPONDENCE/INFORMATION.**
- None at the time of printing.

DATE OF NEXT MEETING - Monday 28th March 2022 at 7.30pm

John Fullbrook
Clerk to the Council