

Published 30th March 2022

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

Cllrs Lloyd (Chair), Norcross, Bell, Young, I Alexander, S Alexander, Goldsmith, Hanson & Campbell.

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON

TUESDAY 5th APRIL 2022 AT 7.30 PM IN THE STEYNING CENTRE

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

Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting. The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – disclosure by councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. 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.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 8th March 2022. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/21/68.1 Amendments made to 6th Feb Draft minutes and then placed on Web Site - **Actioned**
 - 5.2** C/21/70.1 Skips ordered for Allotment clear up period - **Actioned**
 - 5.3** C/21/70.3 Response sent to the SDHP 'Landscape review' - **Actioned**
 - 5.4** C/21/70.4 Chandlers Way Pocket Park - Amendments to letter completed - **Actioned**
 - 5.5** C/21/70.4 Chandlers Way Pocket Park – 100 Letters to be Hand-delivered to local residents - **Actioned**
 - 5.6** C/21/70.4 Chandlers Way Pocket Park and MPF Play area,- Clerk to pursue funding with WMT- **Actioned/See item 6.4**
 - 5.7** C/21/70.5 Response to the CCD Local Transport feasibility study - **Actioned**
 - 5.8** C/21/70.7 Memorial Garden signage working party to report back on further considerations – **Actioned / See item 6.2**
 - 5.9** C/21/70.8 Cllr Lloyd to take up the committee's views on the Car Park digital screens with HDC - **Actioned**
 - 5.10** C/21/70.9 Works and purchases for Bus Shelter enhancement to be completed - **Actioned**
 - 5.11** C/21/71.1 Clock Tower maintenance project taken to F&GP as a priority item for consideration – **Actioned**
 - 5.12** C/21/72.1 Cllr Hanson to report back from meeting with School Foundation Trust re parking at the library-**See item 6.8**
 - 5.13** C/21/72.5 Renewal of concrete at MPF changing rooms taken to F&GP – **Actioned**
 - 5.14** C/21/60.2 Committee to decide location for Jubilee Bench installation – **See item 6.3**
 - 5.15** C/21/18.3 Agreement for Pizza Van to be produced and sent – **Actioned / See item 6.1**

6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS (supporting papers)

- 6.1 To discuss and agree Trade/Licence agreements for the Pizza Van and Ice Cream contractors based at the Memorial Playing Field {MPF} over the Spring /Summer period
- 6.2 Update from Working Party regards Memorial Gardens signage, and to discuss and agree any actions
- 6.3 To discuss and agree provision and location of Jubilee bench
- 6.4 Chandlers Way Pocket Park Project – Report from the Clerk
- 6.5 To consider the provision of a compost heap or an updated waste bin service (to include green waste) at the MPF and agree any actions
- 6.6 The Winter storms – A report on any maintenance issues arising and dealt with following the recent storms
- 6.7 Recycling Bin provision adjacent the Bus Shelter – To discuss and agree any actions
- 6.8 Library Car Park – Update from Cllr Hanson
- 6.9 To receive the Grass Cutting report
- 6.10 Allotments update from the Clerk
- 6.11 To consider the 'Scope of Works' for the maintenance of the Steyning Clock Tower and agree any actions
- 6.12 A community initiative to 'green' some Steyning verges – Update from the Clerk
- 6.13 To reconsider a possible Bench relocation on the MPF and agree any actions as necessary

7.0 FINANCE AND GOVERNANCE (supporting papers)

- 7.1 To agree the Community Committee Income & Expenditure reports for February 2022

8.0 PROGRESS REPORT – To discuss and agree, if necessary, any actions concerning the following ongoing items.

- 8.1 C/21/9.5 To discuss a new seven-year deal proposed by HDC regarding the Fletchers Croft licence
- 8.2 C/21/29.2 Steyning 20mph Highway's scheme working party date to be determined
- 8.3 C/21/50.4 High Street Jet washing (Cllrs Norcross, Lloyd and Hanson attending) - Office to coordinate
- 8.4 C/21/51.4 SPC Memorial Bench and Tree policy to be discussed at all member WP with resident group reps
- 8.5 C/21/60.1 Clerk to view and agree Cricket Astro turf Contractor RAMS when available
- 8.6 C/21/60.2 Clerk to purchase Diversionary signs and liaise with school and school trust regards storage confirmation
- 8.7 C/21/60.3 Bus Shelter beautification working party to convene
- 8.8 C/21/60.6 Hedgerow working party to be convened
- 8.9 C/21/60.10 Adult gym maintenance to be provided via Wilson Memorial Trust funding
- 8.10 C/21/60.5 SPC Tree conditioning report to be completed on 26th / 27th April
- 8.11 C/21/70.6 Lost Woods project – Representatives from various groups to be assembled to kick start project

9.0 INFORMATION / CORRESPONDENCE ITEMS

- 9.1 The Environment Agency is consulting [on updating the River Basin Management Plans \(RBMPs\) for the protection and improvement of the water environment](#). Closing date: Friday 22 April.

10.0 DATE OF NEXT MEETING – 7th June 2022 at 7.30 pm.

John Fullbrook,
Clerk to the Council



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