
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 8th MARCH 2022 AT 7.30PM AT THE STEYPNING CENTRE

Present: Cllrs T. Lloyd (Chair), Goldsmith, Young, Norcross and Hanson.

Clerk: John Fullbrook

Members of the public: 0

Meeting Commenced : 7.30pm

DRAFT MINUTES

C/21/65 APOLOGIES FOR ABSENCE

65.1 Apologies were received from Cllrs I. Alexander, S. Alexander, Bell and Campbell.

ACTIONS

C/21/66 DECLARATIONS OF INTEREST AND DISPENSATIONS

66.1 None

C/21/67 QUESTIONS FROM THE FLOOR

67.1 None

C/21/68 MINUTES OF PREVIOUS MEETINGS

68.1 Cllr Goldsmith asked for an addition to be made to the minutes at item 63.2. This was to include a record of the discussion under 'Information items' in relation to proposed High Street cycle racks and planters – an initiative from the Steypning and District Partnership group. Cllr Lloyd **proposed, seconded** by Cllr Norcross to accept the minutes of the 8th of February '22 subject to a suitable comment being made in them about the discussion and for the clerk to circulate the minutes to councillors. **Agreed.**

CLERK

C/21/69 MATTERS ARISING AND ACTIONS

69.1 Clerk to distribute Jubilee Bench specifications - **Actioned**

69.2 Clerk to take Water supply works agreement to Full Council for resolution - **Actioned**

69.3 Clerk to advise Newman's Close residents as to update on Tree and hedgerow works - **Actioned**

69.4 Clerk to take 'Landscape review' consultation request to Full Council – **Actioned/See item 70.3**

69.5 Clerk to move forward on 'Lost Woods' project - **Actioned / See item 70.6**

69.6 Memorial Garden signage working party to report back on further considerations – **Actioned / See item 70.7**

69.7 Clerk to apply for 'Pocket Park' funding – **Actioned**

69.8 Letter to Abbey Road residents amended and distributed - **Actioned**

- 69.9 Abbey Road Orchard planting and volunteers scheme publicised further including on Web site **Actioned**
- 69.10 Clerk to register and alert to opportunity for EV Charge-point at the MPF Car Park – **Actioned**
- 69.11 Support for recycling bin in High Street and check provision for emptying - **Actioned/ item 70.9**
- 69.12 Cllr Lloyd **proposed, seconded** by Cllr Hanson that ‘matters arising’ were taken as read. **Agreed**

C/21/70 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

- 70.1 **Allotment Clear up Day.** The Clerk updated that a proposed Bonfire would be risk assessed and managed, that the Clear up day would be April 16th (from 10am) and that councillor assistance would be welcomed. Also, that skips were already being supplied at a cost of £265 each. Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that committee agrees that the Bonfire goes ahead and that the clerk is delegated to provide up to 10 skips as required for the SPC allotment clear up. **Agreed** **CLERK**
- 70.2 **Abbey Road voluntary work.** The Clerk updated that on the 26th February the first three apple trees were planted in the new Abbey Road Orchard – more than 30 friends and family members of the tree donors attended. 4 apple trees were also planted at the MPF Orchard on the 5th March with approx. 20 in attendance.
- 70.3 **South Downs National Park Authority ‘Landscape Review’.** No responses from councillors were forthcoming. Clerk to respond by saying ‘No comment’ **CLERK**
- 70.4.1 **Playground Working Party regards proposed developments.** Councillors considered the contents of a letter to be distributed to Steyning residents living close by Chandlers Way pocket park and play area, as per supporting papers. Amendments were discussed. Cllr Lloyd **proposed, seconded** by Cllr Hanson that committee agreed for the amended letter to be distributed. **Agreed** **CLERK**
- 70.4.2 The Clerk asked for committee to consider where the letter was to be distributed and suggested 100 closest properties. Cllr Lloyd **proposed, seconded** by Cllr Norcross that the letter is distributed to a block of houses which surrounds the park to include Laines Road adjacent the park, Newham Lane (either side of Chandlers way - nearby), all of Chandlers Way and those houses on Hills Road that are close by. **Agreed** **CLERK**
- 70.4.3 The Clerk pointed out the working party had also asked the Clerk to pursue funding options on play area developments at Chandlers way and on the MPF, with the Wilson Memorial Trust. **CLERK**
- 70.5.2 **Response to the CCD Local Transport feasibility study.** Councillors had been asked for comments. Cllr Bell had submitted two suggestions that further thought be given to possible cycle and pedestrian routes linking the A24 corridor routes with east/west access from Steyning to Washington. Cllr Lloyd **proposed, seconded** by Cllr Hanson that committee agrees Cllr Bells suggestions be put forward as the SPC response. **Agreed** **CLERK**
- 70.6 **The ‘Lost Woods’ project.** The Clerk updated that he had met with the SPC Tree warden as per agreed at last meeting, and that Simon was very enthusiastic about the project and had already emailed the Woodlands Trust contact for further details. He had also suggested contact be made with Mr Goring (of Wiston Estate), The Downlands scheme, Steyning for Trees and the Greening Steyning groups to see if they were interested in getting involved. Committee agreed the Clerk could contact these groups. **CLERK**

70.7	Memorial Gardens signage. Chris updated from the working party and in support of her report. The Chair suggested that it goes back to the working party to take more account of the wheelchair accessibility issue and that better signage is considered from the High Street Car Park also.	CLERK / W. Party
70.8	Digital Screens on the HDC Car Parks. The Clerk spoke in support of the email from HDC which updated on the digital screens. Councillors spoke in support of future advertisements being primarily, if possible, from Local businesses. Cllr Lloyd , as district councillor, to take this up with the HDC Economic Development Officer.	Cllr Lloyd
70.9	Bus Shelter enhancement project. The Clerk updated that the Clerk's office had secured £4,000 approx. worth of funding for painting and maintenance of the Bus Shelter, and that Planters and a Recycling bin had been purchased in advance of the working party recommending the location for the installation of new bins, planters and notice boards etc.	CLERK
C/21/71 FINANCE AND GOVERNANCE		
71.1	It was suggested that Community projects such as proposed Clock Tower maintenance be discussed at the next F&GP Committee. Cllr Lloyd proposed, seconded by Cllr Young that the Community Income and Expenditure report for January 2022 be accepted as a true and fair record. Agreed	CLERK
C/21/72 PROGRESS REPORT		
72.1	C/20/58.14 Cllr Hanson / Clerk to appeal to and approach school for reinstatement of Library Car Park arrangement - Cllr Hanson meeting with the Richard Goodman, the Chairman of the Foundation Trust, who own the land, within the following week	Cllr Hanson CLERK
72.2	C/21/9.5 To discuss a new seven-year deal proposed by HDC regarding the Fletchers Croft Licence – Cllr Lloyd reported that this was still with the HDC legal department and that he would chase it up - Ongoing	CLERK Cllr Lloyd
72.3	C/21/31.5 A date to be set with regards to a Tree management plan/Conditioning report meeting – To be discussed on the 26th/27th April with Tree Surgeon.	CLERK
72.4	C/21/29.2 Steyning 20mph Highway's scheme working party date to be determined - Ongoing	CLERK
72.5	C/21/31.5 Three quotes sought for replacement and widening of concrete at MPF changing rooms – The decision to proceed or not with this project to be taken to next F&GP meeting	CLERK
72.6	C/21/50.4 High Street Jet washing (Cllrs Norcross and Lloyd) - Office to Coordinate – Confirmation on the dates awaited	CLERK
72.7	C/21/51.4 SPC Memorial Bench and Tree policy to be discussed at all member WP with resident group reps - Ongoing	CLERK
72.8	C/21/60.1 Clerk to view and agree Cricket Astro turf Contractor RAMS when available - Ongoing	CLERK
72.9	C/21/60.2 Clerk to purchase Diversionary signs and liaise with school and school trust regards storage confirmation – Awaiting confirmation from the school trust.	CLERK
72.10	C/21/60.2 Committee to decide location for Jubilee Bench installation. Cllr Lloyd proposed, seconded by Cllr Norcross that the Jubilee bench be installed at the MPF with a working party convened to recommend the precise position. Agreed. Cllrs Lloyd and Hanson to look at different options for the Bench design and bring them back to the next meeting for a decision	Cllrs Lloyd & Hanson

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| 72.11 | C/21/60.3 Bus Shelter beautification working party to convene - Ongoing | CLERK |
| 72.12 | C/21/60.5 SPC Tree conditioning report to be completed by contractor as soon as possible – The date has now been fixed on the 26th / 27th April | CLERK |
| 72.13 | C/21/60.6 Hedgerow working party to be convened - Ongoing | CLERK |
| 72.14 | C/21/60.10 Adult gym maintenance to be provided via Wilson Memorial Trust funding – This matter is being considered by the Wilson Memorial Trust | CLERK |
| 72.15 | C/21/18.3 Agreement for Pizza Van to be produced and sent – The office has been sent a copy of similar agreements from HDC and Cllr Lloyd has agreed to write a new draft specifically for the Pizza Van's use of the MPF Car Park for this Summer. | Cllr Lloyd |

C/21/73 INFORMATION / CORRESPONDENCE ITEMS

- 73.1** The Rampion 2 Consultation process has been re-opened – see supporting papers for details
- 73.2** The SDNP Town and Parish Council meeting is on the 16th of March – see supporting papers

C/21/74 DATE OF NEXT MEETING – 5th April 2022 at 7.30 pm.

Meeting ended at 9.04pm

Signed: Date: 5th April 2022
Chair

A recording of this meeting can be found using the following link:
<https://youtu.be/QZcyktAc34I>