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

Present: Cllrs T. Lloyd (Chair), Goldsmith, S. Alexander, Bell and Hanson.

Clerk: John Fullbrook

Members of the public: 4

Meeting Commenced : 7.30pm

MINUTES

C/21/55 APOLOGIES FOR ABSENCE

55.1 Apologies were received from Cllrs I. Alexander, Norcross, Young and Campbell.

ACTIONS

C/21/56 DECLARATIONS OF INTEREST AND DISPENSATIONS

56.1 Cllr Bell and S. Alexander declared they both had Allotment plots – Item 60.4

C/21/57 QUESTIONS FROM THE FLOOR

57.1 None

C/21/58 MINUTES OF PREVIOUS MEETINGS

58.1 Cllr Lloyd **proposed, seconded** by Cllr S. Alexander to accept the minutes of the 8th of December '21 Community Committee meeting as a true and fair record, subject to an amendment to point 51.2, changing year date to 2022/23. **Agreed.**

C/21/59 MATTERS ARISING AND ACTIONS

59.1 Cllr Lloyd **proposed, seconded** by Cllr S. Alexander that the following actioned items taken as read. **Agreed**

59.2 Committee grants request for Silver Birch tree planting at Abbey Road – Clerk to inform - **Actioned**

59.3 Clerk and Roger Brown to visit Abbey Road to check boundary encroachment - **Actioned**

59.4 Working party convene to agree location of two finger posts to promote British Legion Memorial Gardens – **Actioned / See item 60.9**

59.5 Clerk to send out amended Allotment water services upgrade scope of works - **Actioned / See item 60.4**

59.6 Clerk to obtain quotes for Godstalls Lane autumn tree works - **Actioned / See item 60.5**

59.7 Next tranche of tree works to be completed on the MPF/Allotment hedgerow – **Actioned / See item 6.4**

59.8 Round Hill Romp organisers informed as to decision to allow use of facilities - **Actioned**

- 59.9 Agreed Budget changes taken to F&GP – **Actioned**
- 59.10 Community project priorities taken to F&GP for budget commitments - **Actioned**
- 59.11 Ouse and Adur Rivers Trust newsletter information and request publicised - **Actioned**

C/21/60 COMMUNITY MATTERS AND OPEN SPACES

The Chairmen brought forward agenda item 6.7 as members of the Cricket club were in the audience and able to make a presentation in support of their application for a new Astro turf strip installation

- 60.1 **Installation of a new Astro Turf Strip on the Steyning Memorial Playing Field (MPF).** Following the Cricket Club presentation and in consideration of the supporting papers provided, the committee discussed the matter taking into account the fact that the pitch was to be installed on what was designated as a Village Green. The Clerk informed that it was important to note the phrase that in this instance the installation would be for a purpose that is for ‘*the better enjoyment of the Green*’ {Section 29 – Commons Act 1976}. Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that Council grants permission to install a new Astro Turf strip subject to the Clerk seeing evidence of contractors Risk Assessment, Health and Safety documents and Scope of Works and agrees that they are suitable. **Agreed** **CLERK**
- 60.2.1 **Purchase of Diversionary Signs** to assist Steyning Event organisers who needed to close certain roads to enable these future events to occur. This proposal was put forward by the Jubilee Event organisers but made on behalf of all future event organising committees. It was noted that the cost was covered under the SPC budget line – ‘Town Improvement Schemes’. Cllr Lloyd **proposed, seconded** by Cllr Hanson that Council agree to the cost of £1,339.65, to include cost of Cones, to purchase these signs {as per supporting papers} subject to the Clerk confirming that the storage facilities are outside the remit of the school and that there will be unlimited access. **Agreed** **CLERK**
- 60.2.2 **Jubilee Celebrations.** The Chair suggested there could be provision of a Jubilee Bench at a site yet to be agreed. Cllr Lloyd **proposed, seconded** by Cllr S. Alexander that Council purchases one of these benches to include installation up to a value of £1250 subject to the Clerk circulating round to Committee the low carbon recycled option to avoid long term repairs. **Agreed** **CLERK**
- 60.3 **Steyning in Bloom proposal to enhance the Bus shelter with floral displays.** There was a suggestion to widen the scope of the proposed scheme to include the surrounding street scene. Cllr Lloyd **proposed, seconded** by Cllr Hanson that committee sets up an all-member working party to look at how Council can improve the existing bus shelter to include planting and ramp and come back to committee at a later time, and that the working party include members from Steyning in Bloom and the Steyning and District Partnership. **Agreed** **CLERK**
- 60.4 **Update on Rublees Allotments water supply upgrade.** The Clerk had received two quotes from the five contractors contacted, with two of the five confirming their non-interest in the works. The scope of works had been distributed and there were no issues raised by members present. Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that committee recommends that this agenda item be moved up to Full Council for discussion and agreement. **Agreed** **CLERK**
- 60.5.1 **Update from the Clerk to review recent Tree and Hedgerow works.** The Clerk spoke in support of his supporting paper which detailed the many works completed including Godstalls Lane and Newham Close and he stated that before further work was to be completed (Phase 5) that Tree Wardens and our specialist Tree Surgeon would need to provide further advice which can then be brought back to this committee, and the Chair stated that the Clerk should advise local residents that this advice and permissions would need to be sought before works undertaken. **CLERK**

60.5.2	The Clerk also confirmed that the next Tree 'Conditioning Report' would be undertaken as soon as was practicable (provided the quote was reasonable). The Clerk having asked that this be completed in October of last year, but unfortunately the contractor being too busy to currently provide this service.	CLERK
60.6	Hedgerow Working Party. Cllr Lloyd proposed, seconded by Cllr Goldsmith that the committee reconvenes the hedgerow working party to look at hedge maintenance and that the clerk asks the SPC tree warden, and for Allotment Association representation, and a non-member of the AA, Steyning for Trees, Roger Brown and Steyning Community group to join the working party Together with three Councillors. Agreed	CLERK
60.7	South Downs National Park 'Landscape Review' consultation. The Chair suggested that the Clerk put this item on the Full Council agenda so that all members could be invited to make comments by the 1st March and so that Council can then delegate the committee to have authority to consolidate the comments and make a response, plus the Clerk was asked to ensure there was a promotion of the consultation to residents via web site and notice boards.	CLERK CLERK
60.8	Support for the 'Lost Woods' project. Committee suggested the Clerk ask Simon Zec if he would like to be involved and that the Clerk also ask all councillors if there was a willing volunteer to take on the responsibility for this worthwhile project. If Simon unable to participate then to ask 'Steyning for Trees' or the SCO for involvement.	CLERK
60.9	Update from the Memorial Garden Signage Working Party. The Clerk reported on agreement and recommendation from the working party as per supporting papers. There was concern that not enough thought had gone into disabled access and that other signs might be required. The Clerk pointed out that there had been consideration of disabled access and that the working party had come up with their best solution, given there was a remit to provide for two signposts Cllr Lloyd proposed, seconded by Cllr Hanson that committee do not agree with the recommendations as per supporting papers and that it goes back to the working party to take into consideration access to the Remembrance Gardens by disabled users, and that there may need to be further provision for additional signs. Agreed	CLERK
60.10.1	Update from Playground Working Party on proposed developments and funding applications. The Clerk reported on the proposed MPF playground development to say that he is conferring with two contractors who had originally placed a quote for the development in 2018, to see how their costs may have increased so that there is a price check in place for the preferred bid, then assuming updated bids are provided the working party would be better positioned to make a recommendation back to Committee.	CLERK
60.10.2	The Clerk reported that an annual service had taken place for the adult gym equipment and site, and that he was in communication with the Wilson Memorial Trust for them to take on board the ongoing funding of future maintenance of the facility	CLERK
60.10.3	The Clerk also reported he would continue to pursue the application to HDC for Pocket Park funding – Maximum possible could be £5,000, and in this instance, it would be to help with the purchase of shrubs and trees to whatever degree was established via public consultation at a later date	CLERK
60.11	Agreement on contents and distribution of informative letter to Steyning Residents in the Abbey Road area regarding Orchard planting scheme. Cllr Lloyd proposed, seconded by Cllr S. Alexander that subject to a correct spelling of the word 'metre' that the letter be distributed to the residents of Abbey Road. Agreed. The Clerk was also asked to publicise the Orchard planting, and the Abbey Road Volunteering scheme, on notice boards and via the SPC web site.	CLERK CLERK

60.12 WSCC EV Chargepoint Network initiative consultation. It was suggested the Clerk register interest and explain there could be an opportunity for a ChargePoint at the MPF Car Park **CLERK**

C/21/61 FINANCE AND GOVERNANCE

61.1 Cllr Lloyd **proposed, seconded** by Cllr Bell that the Community Income and Expenditure reports for the November and December 2021 periods be accepted as a true and fair record.
Agreed

C/21/62 PROGRESS REPORT

62.1	C/20/58.14	Cllr Hanson / Clerk to appeal to school for reinstatement of Library Car Park arrangement. - Ongoing - School to be approached to make a presentation to SPC	Cllr Hanson CLERK
62.2	C/20/113.3	Support for recycling bin in High Street – This now to be dealt with by Bus Shelter working party	CLERK
62.3	C/20/9.5	To discuss a new seven-year deal proposed by HDC regarding the Fletchers Croft Licence – Ongoing (Currently with HDC's legal team)	CLERK
62.4	C/20/18.3	Agreement for the Pizza Van to be produced and agreed by Chair and Vice Chair – Ongoing	CLERK
62.5	C/21/29.2	Steyning 20mph Highway's scheme working party date to be determined – Ongoing	CLERK
62.6	C/21/31.5	A date to be set with regards to Tree Management Plan/Conditioning Report meeting – Ongoing	CLERK
62.7	C/21/31.5	Three quotes sought for replacement and widening of concrete at MPF changing rooms – To be taken to F&GP to see if this is a project for this year or not	CLERK
62.8	C/21/50.4	High Street Jet washing (Cllrs Norcross, Lloyd and Hanson attending) - Office to Coordinate - Ongoing	CLERK
62.9	C/21/51.4	SPC Memorial Bench and Tree policy to be discussed at all member WP with resident group reps - Ongoing	CLERK

C/21/63 INFORMATION / CORRESPONDENCE ITEMS

63.1 Committee recognised Steyning Cricket Club's successful application and installation of a Defibrillator at the MPF

63.2 Cllr Goldsmith raised the issue of the proposed Steyning High Street Cycle Racks and Planters installation. It was noted that this project was being proposed by the Steyning and District Community Partnership and was currently not involving the Parish Council.

C/21/64 DATE OF NEXT MEETING – 8th March 2022 at 7.30 pm.

Meeting ended at 9.29pm

Signed: Date: 8th March 2022
Chair

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



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