



The Steypning Centre
Fletchers Croft
Steypning
West Sussex, BN44 3XL

Tel 01903 812042

www.steyningpc.gov.uk

Published 23rd March 2022

TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE HEREBY SUMMONED TO AT THE STEYNING CENTRE TO BE HELD ON MONDAY 28TH MARCH 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 March 2022.
- 4.0 **MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 28TH February 2022.
- 5.0 **MATTERS ARISING AND ACTIONS**
 - 5.1 141.1 **Meeting with Richborough Estates on 7th March – Actioned** - The notes of the meeting are on the Parish Council website and will be attached to the minutes of this meeting – update from Deputy Clerk.
 - 5.2 143.2 - **Blinds** for the committee room to be purchased with left over budget up to the value of £400.00 - **Ongoing**
 - 5.3 143.3 – **Update on Historic Buildings project - Ongoing** -Agenda Item
 - 5.4 143.4- **Bungalows being turned into houses** - Agenda Item
 - 5.5 143.6 - **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. – awaiting information from the Playgroup.
 - 5.6 143.9 **Dishwasher Replacement – Actioned.** - Update from Deputy Clerk
 - 5.7 148.3. – **Bus Shelter ramp** – seek permission from HDC to lower the bus shelter floor and if granted in principle get a quote. **Update** – Deputy Clerk
 - 5.8 148.5 – **Request from PPG** - Accept offer of Real Time Information Screen for foyer – **Actioned.**
 - 5.9 149.2 – **Cupboard Hire Charges** – Item to go to F&GP – **Actioned.**
 - 5.10 149.3 – **Gardeners Rate Increase** – To accept the increase – **Actioned.**
 - 5.11 149.4 – **Partition Doors Service** – To inform company not going ahead with repair at this time. **Actioned**
 - 5.12 150.1 - **SDNPA consultation Self-Build and Custom Housebuilding Register** – to request from SDNPA where the current criteria came from for the local connection test. **Actioned** – Update from Deputy Clerk



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steyningpc.gov.uk
Email: hazel.roxby@steyningpc.gov.uk

- 6.0 PLANNING APPLICATIONS**
- 6.1 DC/22/0437 – Dog Lane** – Surgery to 2 x Conifers (Adj to Watersmead) (Works to Tree in a Conservation Area).
- 6.2 DC/22/0501 and 0514 – Norfolk Arms, 18 Church Street** - Change of use from public house (Sui Generis) to residential (C3) to create 1 X 3-bed and 1 x 4 bed semi -detached dwellings, and associated alterations (full and Listed Building Consent).
- 6.3 DC/22/0365 – Dingemans Court, Shooting Field** – Surgery to 1 x Hawthorn and 1 x Silver Birch
- 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 list
- 10.0 DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 10.1 Bookings** - Update
- 10.2 Film nights** - Update
- 10.3 Fire Alarm Service** – Update
- 10.4 Fire extinguisher Service** - Update
- 11.0 FINANCIAL ITEMS**
- 11.1 Income and Expenditure report for February 2022**– to accept the reports as a correct record of the finances.
- 11.2 Request for discount on hall hire for a wedding from a member of Staff** - to discuss and agree or pass to Personnel Committee.
- 12.0 HISTORIC BUILDINGS PROJECT** – To discuss and agree the draft letter to owners of properties identified for the Local Heritage List.
- 13.0 BUNGALOWS BEING TURNED INTO HOUSES** – to discuss and agree if there is support for a policy against bungalows being turned into houses.
- 14.0 CORRESPONDENCE/INFORMATION.**
None at the time of printing.
- 15.0 DATE OF NEXT MEETING** - Monday 25th April 2022 at 7.30pm

John Fullbrook
Clerk to the Council