

Published 31st May 2022

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

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

TUESDAY 7th JUNE 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 5th April 2022. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/21/77.1 Clerk took residents' concerns to the Wardens, who agreed to extend their patrols - **Actioned**
 - 5.2** C/21/77.1 Clerk ensured concerns about a distressed tree # 0289 were considered within the Tree report - **Actioned**
 - 5.3** C/21/70.3 Clerk to amend Pizza and Ice Cream licences - **Actioned**
 - 5.4** C/21/70.4 Clerk to inform MPF Vendors about possible charge for Licences next year - **Actioned**
 - 5.5** C/21/80.3 Cllr Lloyd to report back on Jubilee bench provision relative costs – **See item 6.3**
 - 5.6** C/21/80.4 Clerk to convene Chandlers way pocket park working party – **See item 6.4**
 - 5.7** C/21/80.8 Cllr Hanson to report back on Library/School Car Park – possible community use agreement – **See item 6.6**
 - 5.8** C/21/80.13 Clerk to inform resident as to decision not to move bench on the MPF - **Actioned**
 - 5.9** C/21/9.5 To discuss a new seven-year deal proposed by HDC regarding the Fletchers Croft licence – **See item 6.1**
 - 5.10** C/21/50.4 High Street Jet washing (Cllrs Norcross and Lloyd) - Office to coordinate – **Actioned/ See item 6.5**
 - 5.11** C/21/60.2 Clerk to purchase Diversionary signs and liaise with school and school trust regards storage confirmation - **Actioned**
 - 5.12** C/21/60.10 Adult gym maintenance to be provided via Wilson Memorial Trust funding - **See item 6.2**
 - 5.13** C/21/60.5 SPC Tree conditioning report to be completed on 26th / 27th April - **Actioned**
 - 5.14** C/21/82.12 Clerk to bring back Play Area Maintenance works update onto next agenda - **See item 6.3**
 - 5.15** C/21/83.2 Possible Commemorative tree and £200 Jubilee grant to be discussed at next Meeting - **See item 6.12**

6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS *(supporting papers)*

- 6.1** Fletchers Croft Licence agreement – To discuss and agree acceptance of the Licence agreement as per supporting papers
- 6.2** Clerks report on the Outside Gym Area maintenance agreement in association with the Wilson Memorial Trust – To discuss and agree any actions
- 6.3** To discuss and agree provision and location of Jubilee bench – report from Cllr Lloyd
- 6.4** Chandlers Way Pocket Park Project – Update from the Clerk
- 6.5** High Street Jet washing update
- 6.6** Library Car Park – Update from Cllr Hanson
- 6.7** Allotments update from the Clerk
- 6.8** Steyning Country Fair – To discuss and agree permissions to use the Memorial Playing fields
- 6.9** To receive the Grass Cutting report
- 6.10** Steyning Football club goals on the Memorial Playing fields– To discuss and agree where they should be left when not in use for matches.
- 6.11** Play area update from the Clerk – To discuss and agree any actions if necessary.
- 6.12** Possible Jubilee Commemorative Tree and Grant to be discussed and any actions agreed
- 6.13** Councillor requested motion under SO9 - Cllr Goldsmith - 'The clerk contacts HDC with regards to obtaining a grant to cover costs that occur when SPC staff have to clear damage and rubbish caused by anti-social behaviour etc on land, property and pavements which HDC are responsible for and are not covered by our existing cleaning grant from HDC. Both District Councillors to be copied into the request so they are aware and can support SPC's request if necessary
- 6.14** Councillor requested motion under SO9 - Cllr Goldsmith – 'Cllr Lloyd to report and provide an update on the arrangements set in place regarding clearing up any graffiti incidents which may occur in the Parish'

7.0 FINANCE AND GOVERNANCE *(supporting papers)*

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

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

- 8.1** C/21/29.2 Steyning 20mph Highway's scheme working party date to be determined
- 8.2** C/21/51.4 SPC Memorial Bench and Tree policy to be discussed at all member WP with resident group reps
- 8.3** C/21/79.9 Car Park digital Screens – Cllr Lloyd to report when HDC have responded
- 8.4** C/21/80.2 Clerk to purchase and have installed two finger posts as per agreed.
- 8.5** C/21/80.2 Cllr Lloyd to work on a proposal to cover future signage requirements for the town
- 8.6** C/21/80.4 Committee awaits response from HDC regarding funding application for Pocket Park
- 8.7** C/21/80.5 Cllr Goldsmith to report back to committee regards Cricket Club Green waste service
- 8.8** C/21/60.3 Bus Shelter beautification working party to convene
- 8.9** C/21/60.6 Hedgerow working party to be convened
- 8.10** C/21/60.1 Clerk to view and agree Cricket Astro turf Contractor RAMS when available
- 8.11** C/21/70.6 Lost Woods project – Representatives from various groups to be assembled to kick start project
- 8.12** C/21/80.7 Recycling Bin installation adjacent Bus Shelter
- 8.13** C/21/80.11 Clock Tower Maintenance – Clerk to source appropriate building surveyors to assist with scope of works

9.0 INFORMATION / CORRESPONDENCE ITEMS

- 9.1** None at time of printing

10.0 DATE OF NEXT MEETING – 5th July 2022 at 7.30 pm.

**John Fullbrook,
Clerk to the Council**



Parish Clerk: John Fullbrook
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