



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

Tel 01903 812042

www.steyningpc.gov.uk

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**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO AT THE STEYNING CENTRE TO BE HELD ON MONDAY
25TH JULY 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 Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning 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 Steyning 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 22nd July 2022.
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 27th June 2022.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 27.1 - Canopy for Playgroup reading area** – The plan has been changed to purchasing equipment that can be used for preschool children and young children's parties held at the Steyning Centre. There are thoughts of starting a toddler's group as well. The preschool will report back in September . **Ongoing**
 - 5.2 27.4 – Request from PPG** - Accept offer of Real Time Information Screen for foyer – **Actioned**. Awaiting delivery
 - 5.3 32.3. – Bus Shelter ramp** – Recommended to request at F& GP Committee to put the project on the project list for this financial year. Cllrs Young and S Alexander to research funding options and report to F&GP. **Actioned**
 - 5.4 32.4 - Checks on Cricket, Tennis and Bowls Club Buildings** -Update Cllrs Young and S Alexander to carry out the checks. Deputy Clerk has arranged dates with Cricket and Bowls Club and is awaiting to hear from Tennis Club. **Actioned**
 - 5.5 32.5 – Committee Rooms use for Committee Meetings** – Committee Rooms will only be used for meetings when the Saxon Room is requested for customer use. **Actioned**
 - 5.6 32.6 – Notice Boards for High Street Bus Shelter Recess** – To paint the recesses with a dark colour on the inside of the recess and white on the outside and to be used for a trial period for SPC notices – **Actioned**



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/22/1153 – 1 Market Field** – Surgery to 1 Oak, 1 Crab Apple, 1 Horse Chestnut and 1 Sycamore
- 6.2 DC/22/1260 – Tribschen, Mouse Lane** – Surgery to 1 Walnut, 1 Conifer, 1 Apple Tree and shrubs and hedges (Works to Trees in a Conservation Area).
- 6.3 DC/22/1160 – 26 Portway** – Demolition of existing conservatory and erection of a single storey rear Extension.
- 6.4 DC/22/1223 – 16 Shooting Field** – Erection of single storey side and rear extension.
- 6.5 DC/22/0720.21 – 22 High Street** – Retrospective application for replacement of defective concrete roof tiles with slate tiles on the front and south elevations. Installation of secondary glazing to 11 windows.
- 6.6 DC/22/1004 – 51 Coombe Road** – Erection of detached timber framed garage.
- 6.7 DC/22/0858 – 1 Pompeys Terrace Mouse Lane** – Replacement of 4 existing single glazed windows with sash windows and replacement of the existing rear door with a stable door.
- 7.0 REVISED PLANS**
- 7.1 DC/22/0100 – Land North of Huddlestone Farm Horsham Road** – Revised Plans – Solar Farm
- 8.0 LATE PLANS**
- 8.1** None at time of printing
- 9.0 ENFORCEMENT NOTIFICATIONS**
- 9.1 EN/22/0277 27/06/2022 16 Roman Road** - window installed to side elevation is not of obscured glass
- 10.0 PLANNING DECISIONS FROM HDC and SDNP**
See attached list
- 11.0 DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 11.1 Bookings** - Update
- 11.2 Film nights** - Update
- 11.3 August Maintenance** - to receive information on the maintenance jobs for the summer.
- 12.0 CEMENT WORKS CONSULTATION - CONSULTATION OF THE 'AREA ACTION PLAN' OPEN UNTIL THE 2ND AUGUST**
- 12.1** Parish Council Meeting on 18th July agreed to delegate authority to the Planning and Premises committee, should they so wish, to make a response on behalf of the Council to this consultation.
- 13.0 FINANCE**
- 13.1 Income and Expenditure report for May and June 2022** – to accept the reports as a correct record of the finances
- 13.2 Repairs to Mains fuse board outside High Street Toilets** – to discuss and agree estimate for supply and fit of new metal clad RCBO fuse board and 2 new commando sockets for outside supplies
- 14.0 CORRESPONDENCE/INFORMATION.**
- 14.1** None at the time of printing
- 15.0 DATE OF NEXT MEETING** - Monday 22nd or Tuesday 30th August 2022 at 7.30pm
- 15.1** To discuss and agree date of next meeting to take account of staff holidays and the bank holiday.

John Fullbrook
Clerk to the Council