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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 17TH MAY 2021 AT 7.30PM

Councillors Present : Cllrs Norcross (Chairman), Young, Lloyd, Hanson, Northam, S. Sullivan, G. Sullivan, I. Alexander, Campbell, Trundle, Bell, S Alexander and Goldsmith.

Clerks in attendance : John Fullbrook and Hazel Roxby

Members of the Public : **1**

Meeting commenced **7.32 pm**

MINUTES

ACTION

FULL/21/1 **APOLOGIES FOR ABSENCE**

1.1 Apologies were received from Cllr Rudkin.

Cllr Norcross welcomed two new Councillors to SPC – Cllr Ian Alexander and Cllr Richard Bell

FULL/21/2 **DECLARATIONS OF INTEREST**

2.1 Cllr Campbell asked that this item be brought forward as he wanted to declare an interest in Item 1 on the Agenda saying that for confidential reasons, he would not be voting for the position of SPC Chairman. Cllr S. Sullivan also declared an interest in Item 1 on the Agenda saying that for confidential reasons she would not be voting for the position of SPC Chairman.

FULL/21/3 **ELECTION OF CHAIRMAN FOR THE MUNICIPAL YEAR 2021/22** **CLERK**

(Voting by show of hands)

3.1 Cllr Lloyd **proposed, seconded** Cllr S. Alexander that Cllr Norcross serve as Chairman. **Agreed**
9 For (JN,CY,TL,DH,SN,IA,LT,SA,RB) 1 Against (RG), 1 Abstained (GS) 2 No votes (PC,SS) –
Cllr Norcross duly elected Chairman of the Council.

FULL/21/4 **ELECTION OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR 2021/22**

4.1 Cllr Norcross **proposed, seconded** Cllr Hanson that Cllr Young serve as Vice Chairman
12 For (JN,CY,TL,DH,IA,SN,SA,LT,RB,SS,PC,GS), 1 (RG) Against, Cllr Young elected as Vice Chair. **Agreed**

FULL/21/5 **MINUTES OF PREVIOUS MEETINGS**

5.1 Cllr Lloyd **proposed, seconded** by Cllr Hanson that the minutes for the 27th April 2021 meeting be accepted as true and fair record. **Agreed**

Cllr Norcross as Chair moved Matters Arising to the end of the meeting due to the length of the agenda and brought forward the next two items.

FULL/21/6 **RECOMMENDATIONS FROM THE WORKING PRACTICES GOUP**

6.1.1 Cllr Campbell raised a point of order concerning Cllr S. Alexander's involvement with the Working Practices group meeting and hence whether it had compromised the validity of the recommendations from that meeting. The Deputy Clerk pointed out that Council had agreed that sanctions were not to include non-attendance at working parties. The Chair pointed out this point of order did not relate to a standing order and so the meeting continued.

6.1.2 Cllr Norcross **proposed, seconded** by Cllr Trundle that as recommended by Working Practices Group, a Planning and Premises committee be created**. Agreed** **CLERK**

6.1.3 Cllr Campbell raised a point of order that a decision made by Full Council at its meeting in April was for the Working Practices WP to meet after this Annual Parish Meeting when in fact it had met before. The Clerk pointed out it had been beneficial for the working party to meet before this meeting. Cllr Northam pointed out there was little material impact that a working party had met at an earlier opportunity. Cllr Norcross thanked Cllr Campbell for his point of order.

6.1.4 Cllr S. Sullivan **proposed, seconded** by Cllr Lloyd that both policies, as recommended by Working Practices Group, will be considered separately {later, on this Agenda}. **Agreed**

6.1.5 Council considered Working Practices Group recommendations for committee membership numbers and quorum. Cllr Campbell **proposed, seconded** by Cllr Goldsmith that Community Committee membership be raised from the proposed nine members to eleven members. **Not Agreed, 4 For {RG, PC, SSu, GS}, 9 Against {JN, CY, TL, RB, LT, IS, SA, SN, DH}.**

6.1.6 Cllr Campbell **proposed an amendment to the recommendation, seconded** by Cllr G. Sullivan that Community Committee quorum be raised to five [not four or three]. **Agreed.** **10 For, 1 Against, 2 Abstained.**

6.1.7 Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Planning and Premises has a membership of 8 and quorum of 3. **Agreed, 10 For, 3 Abstentions**

6.1.8 Cllr Norcross **proposed, seconded** by Cllr Northam that for the purposes of this evening's business concerning the election of committees, Steyning Parish Council will adopt the following method of voting, each councillor will have available to them a number of votes as per members of the committee, i.e. if there are nine members of the committee each councillor will be able to vote for up to nine representatives, once all votes have been cast they will be collated and counted by the Clerk and Deputy Clerk and the nine councillors with the greatest number of votes will then be proposed as the members of the committee and ratified by Full Council. In the event that there are fewer than the requisite number of councillors with a majority of the votes, then those councillors who are not initially elected will be voted for on a second time, this time the number of votes being available being limited to the number of places that are still to be filled. This process will continue until all places have been filled by a majority of the votes cast. **Agreed 8 For, 4 Against, 1 Abstained.** Cllr S. Sullivan wanted it minuted that in her opinion this motion was unlawful. The Chair stated that it was not.

FULL/21/7 **REVIEW AND CONFIRM COMMITTEE MEMBERSHIP AND APPOINT CHAIRS AND VICE-CHAIRS** **CLERK**

7.1.1 The Clerk had collected committee membership preferences previous to the meeting.

Community Committee

The Clerk confirmed the 11 councillors who had expressed an interest. Cllrs S. Sullivan and G. Sullivan then withdrew their candidacy. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllrs Lloyd, I. Alexander, S. Alexander, Hanson, Norcross, Young, Bell, Goldsmith and Campbell are the members of the Community committee. **Agreed**

7.1.2 Cllr Hanson **proposed, seconded** by Cllr S. Alexander that Cllr Lloyd serve as Community Committee Chair. **Agreed**

7.1.3 Cllr Lloyd **proposed, seconded** by Cllr Northam that Cllr I. Alexander serve as Community Committee Vice Chair. **Agreed**

7.2.1 **Planning & Premises Committee**
The Clerk confirmed the 8 councillors who had expressed an interest. Cllr Norcross **proposed, seconded** by Cllr Lloyd that Cllrs Trundle, Young, Rudkin, Northam, I. Alexander, S Alexander, Hanson and Bell**. Agreed**

7.2.2 Cllr Young **proposed, seconded** by S. Alexander that Cllr Trundle serve as Chair of Planning and Premises Committee. **Agreed.**

7.2.3 Cllr Hanson, **proposed, seconded** by Northam that Cllr Young serve as Vice Chair of Planning and Premises Committee. **Agreed**

7.3.1 **Finance and General Purposes Committee {F&GP}**
The Clerk confirmed the 9 councillors who had expressed an interest. Cllr Young as Vice Chair of the Council was also due to be a member. Cllr Young agreed that she would stand. Cllr S. Sullivan agreed to stand down. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllrs Norcross, Young, Lloyd, Trundle, Northam, S. Alexander, G. Sullivan, Goldsmith and Campbell are the members of the F&GP Committee. **Agreed**

7.3.2 Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllr Northam serve as Chair of Finance and General Purposes Committee. **Agreed**

7.3.3 Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllr Lloyd serve as Vice Chair of Finance and General Purposes Committee. **Agreed**

7.4.1 **Personnel Committee**
The Clerk confirmed the 8 councillors who had expressed an interest. (Cllr Northam also confirmed his intent to stand), but only 7 spaces were available. A vote was undertaken as per 6.1.8 above. The meeting was suspended for 10 minutes whilst the voting process took place and the Clerks undertook the counting of votes in a separate office. The Meeting recommenced at 8.43pm.

7.4.2 Cllr Campbell raised a point of order relating to the Chairs motion at 6.1.8 – He noted that under Standing Order 9 it states no motion can be moved at a meeting unless given 3 clear days' notice before a meeting and that it be written to the Clerk. Standing order 10 gives exceptions to that rule - Could the Clerk explain. Cllr Northam stated that he didn't understand the point of order, as the item was on the agenda. The Clerk confirmed the item was on the agenda and that a motion can be formulated from any point on the agenda and that is what the Chair had done.

7.4.3 The Chair read out the details of the vote in that the two Cllrs who had received the fewest votes were Cllr Campbell (5) and Cllr S. Alexander (2) and were therefore not elected to the position. All the other Councillors received at least 8 votes each – Cllr Norcross (9), Cllr Bell (9), Cllr Hanson (8), Cllr Northam (10), Cllr Lloyd (10), Cllr Young(10) and Cllr I. Alexander (10). Therefore, Cllr Norcross **proposed, seconded** by Cllr Trundle that Cllrs Norcross, Young, Northam, Lloyd, I. Alexander, Bell and Hanson are members of the Personnel Committee. **Agreed. 9 For, 3 Abstained, 1 No Vote.** Cllr S. Sullivan wanted it noted she thought the vote was unlawful.

7.4.4 Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllr Young serve as Chair of the Personnel Committee. **Agreed 9 For, 1 Against, 2 Abstained, 1 No vote**
No Vice Chair was voted upon.

FULL/21/8 **COMMUNITY MATTERS**

8.1 Cllr S. Alexander **proposed, seconded by Cllr S. Sullivan** that the SPC agree support [and allow to proceed subject to usual provision to the Clerk of risk assessments etc.] for a BBQ Event to take place on the MPF, [it being organised] by the Steyning and District Partnership. **Agreed** **CLERK**

FULL/21/9 **ADOPTIONS OF STANDING ORDERS, FINANCIAL REGULATIONS, SCHEME OF DELEGATION, CODE OF CONDUCT AND DISPENSATION SCHEME** – To agree any amendments and adopt

9.1 **Adoption of the SPC Standing Orders** – The Clerk ran through the proposed changes as per supporting papers. Cllr Campbell proposed some amendments. Cllr Lloyd **proposed, seconded** by Cllr Northam amendments to 2nd paragraph under point 4d in Standing Orders – {New membership details - which will be stated in new version}. **Agreed.** Cllr Campbell **proposed, seconded** by Cllr Norcross amendments to point 4dvii in Standing orders to include the change to quorum of 5 for the Community Committee. **Agreed**. Therefore, Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Standing Orders be adopted by SPC subject to the amendments that had just been agreed. **Agreed** **CLERK**

9.2 **Adoption of the SPC Financial Regulations** – No amendments discussed. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC adopt the SPC Financial Regulations. **Agreed**

9.3.1 **Adoption of the SPC Scheme of Delegation** – The Clerk noted amendments as agreed and recommended by Working Practices and as per supporting papers. Cllr Campbell **proposed** a further amendment, **seconded** by Cllr Northam that all references to Committee maximum numbers and quorum be deleted from the Scheme of Delegation as they were already noted within SPC Standing Orders. **Agreed**

9.3.2 Cllr S. Alexander discussed proposing amendments concerning delegated CCTV responsibilities, but the Clerk gave explanations, and the motion was withdrawn. Cllr Campbell asked why the Changing rooms did not move with other Premises items to the new Planning and Premises Committee. The Clerk explained all the direct and indirect income received from the changing rooms was under the responsibility of the Community Committee so to match up the expenditure and overall management to the same committee was preferable.

9.3.3 Cllr Lloyd **proposed, seconded** by Cllr Hanson that SPC adopt the SPC Scheme of Delegation to include the current proposed changes mentioned above, and by the Clerk, and subject to any further changes to be considered by the Working Practices Group. **Agreed** **CLERK**

9.4 **Adoption of the SPC Code of Members Conduct –** Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC adopt the SPC Code of Members Conduct. **Agreed**

9.5 **Adoption of the SPC Dispensation Scheme –** Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC adopt the SPC Dispensation Scheme. **Agreed**

The Chair brought forward Agenda item 12.

FULL/21/10 **REVIEW AND CONFIRM REPRESENTATION OF COUNCILLORS ON FOI PANEL AND WORKING PRACTICES.**

10.1 **FOI Panel Membership** - The Clerk confirmed there were 7 SPC members who had expressed an interest, and there were only five positions available. Cllrs Campbell, G. Sullivan and S. Sullivan all withdrew their candidacy, leaving four members. Cllr Northam then put his name forward – this bringing the group of interested members back to five. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllrs Lloyd, Young, Norcross, S. Alexander and Northam be on the FOI panel. **Agreed**. **9 For, 1 Against, 1 Abstained, 2 No votes.**

10.2 **Working Practices Group** – Cllr Campbell withdrew his candidacy from this group. The Clerk therefore confirmed there were subsequently 5 SPC members who had expressed an interest, and there were five positions available. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that Cllrs Lloyd, Young, Norcross, S. Alexander and Hanson be on the Working Practices Group. **Agreed. 9 For, 2 Against, 2 No votes.**

FULL/21/11 ADOPTION OF OTHER STEYNING PARISH COUNCIL POLICIES

11.1 The Clerk and Chair confirmed that out of the list of twenty-three policies listed on the Agenda, and as per recommendation from Working Practices Group, that there were only three SPC policies that needed new or amended drafts adopted, as per supporting papers. These policies being the SPC Health and Safety Policy, the SPC Grant Awarding Policy and the SPC Death of a Senior National Figure Policy, and these would be dealt with individually. Cllr Norcross therefore **proposed** that the remaining SPC policies {twenty policies listed as follows :- SPC Breach Notification Policy; SPC Data Protection Policy; SPC Data Retention and Disposal Policy; SPC Subject Access Request Policy; SPC CCTV Policy and Code of Practice; SPC Freedom of Information & Environmental Information Regulations Requests Policy; SPC Dignity at Work / Bullying and Harassment Policy; SPC Email Policy; SPC Complaints Policy; SPC Social Media Policy; SPC Unacceptable Behaviour Policy; SPC Overarching Protocol for Conduct; SPC Privacy Policy; SPC Memorial Seat Policy; SPC Equality Policy; SPC Community Engagement Policy; SPC Training Statement of Intent; SPC Communications Policy; SPC Staff Grievance Policy and the SPC Staff Discipline Policy} be voted in en block, **seconded** by Cllr S. Alexander. **Agreed** **CLERK**

11.2 **SPC Health and Safety Policy** – The Clerk outlined the amendments as per supporting papers and as per recommended by the Working Practices Group. Other small amendments were discussed. The Clerk read through the amendments receiving support. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that the SPC Health and Safety Policy be adopted subject to those amendments discussed. **Agreed** **CLERK**

11.3 **SPC Grant Awarding Policy –** Cllr I. Alexander made some suggested amendments via email to the Clerk, then Cllr Campbell had made some further amendments. Both of which had been sent to all before the meeting and the Clerk had provided hard copies to all for the meeting. Cllr Norcross **proposed, seconded** by Cllr S. Sullivan that the SPC Grant Awarding Policy be adopted subject to the amendments discussed and stated in supporting papers. **Agreed** **CLERK**

11.4 **SPC Death of a Senior National Figure Policy** – The Clerk had drafted this new policy and presented to Working Practices Group and the Group agreed to recommend this policy to Full Council as per supporting papers. Cllr Lloyd **proposed, seconded** by Cllr Norcross that subject to the removal of the paragraph on dress policy that the SPC Death of a Senior National Figure Policy be adopted. **Agreed 7 For, 3 Against, 3 Abstained {Cllr RG stated he had not heard all the discussion}** **CLERK**

The Chair brought the next item forward from Agenda item 16

FULL/21/12 REVIEW AND AGREE SPC FINANCIAL RISK ASSESSMENT

12.1 Cllr Norcross **proposed, seconded** by Cllr Northam to adopt the SPC Financial Risk Assessment. **Agreed**

FULL/21/13 REVIEW AND CONFIRM APPOINTMENTS OF REPRESENTATION ON OUTSIDE BODIES **CLERK**

13.1 **South Downs National Park (SDNP) – Two reps.**
The Clerk confirmed there were two SPC Cllrs for two positions available. Cllr Norcross **proposed, seconded** by Cllr Young that the two Cllrs be voted in as SPC representatives to the SDNP. Cllr Campbell **proposed** an amendment, requesting that each representative position

be voted on separately. Cllr Norcross agreed. Cllr I. Alexander – 13 For : Cllr S. Alexander – 9 For, 4 Against. **Agreed** – Cllr I. Alexander and S. Alexander are SPC's SDNP representatives. Cllr Goldsmith objected to Cllr S. Alexander being a SPC representative due to recent complaints and wanted this minuted. Cllr Northam on a point of order stated that Cllr Goldsmith should have voiced his objections before the vote, not after it.

13.2 **Joint Parishes Youth Committee (JYPC) – Two reps.** Cllr S. Alexander and Cllr Norcross volunteered to represent the Council. Cllr Norcross **proposed** the two positions be voted on, Cllr Campbell **proposed** an amendment requesting that each representative position be voted on separately. **Seconded** by Cllr S. Sullivan. Cllr Campbell also stated that he would not vote for Cllr S. Alexander because he felt he was not a fit and proper person to represent this Council on any outside body. Cllr Lloyd stated that this constant vilifying of Simon was quite unacceptable. Cllr Goldsmith disagreed with Cllr Lloyd's comments. Cllr S. Sullivan also stated she wanted it minuted that due to the unprecedented sanctions against Cllr S. Alexander she would not vote for him. The vote took place. Cllr Norcross - 13 For: Cllr S. Alexander – 8 For, 4 Against, 1 Abstained. **Agreed**

13.3 **HALC / WSALC / NALC - Two reps**. – Cllr Norcross **proposed, seconded** by Cllr Northam that Cllrs Trundle and Lloyd represent SPC at HALC, NALC and WSALC. **Agreed**

13.4 **Local Action Team (LAT) – One rep**. There were two Councillors who expressed a preference for the position. Cllr Norcross proposed a vote. Cllr Goldsmith gained 7 votes; Cllr S. Alexander gained 4 votes. 2 Abstained. Cllr Norcross declared Cllr Goldsmith as being elected for LAT representation. **Agreed**

13.5 **Joint Parishes Cemetery Committee (JPCC) – Two reps**. Cllr Norcross **proposed, seconded** by Cllr Hanson that Cllrs Northam and Norcross be the two representatives on the JPCC. **Agreed**

13.6 **Isolation & Loneliness representative – One/Two reps.** Cllr Norcross **proposed, seconded** by Cllr Hanson that Cllr Young be Isolation and Loneliness representative for SPC. **Agreed.** Cllr Goldsmith objected

13.7 **Tree Warden for Steyning Parish Council**. Simon Zec had kindly agreed to act as Tree Warden once again. Cllr Norcross **proposed, seconded** by Cllr Trundle that Simon Zec continue as SPC Tree Warden. **Agreed**

13.8 **Patient Participation Group (PPG) – Two reps**. The Clerk confirmed there were three Councillors willing to stand. Cllr Hanson then withdrew. Cllr Norcross **proposed, seconded** by Cllr Lloyd that Cllrs Bell and Young be the two SPC PPG representatives. **Agreed, 12 For, 1 Abstained**

13.9 **Neighbourhood Wardens Steering Committee – Three reps.** The Clerk confirmed there were five Cllrs who wanted to represent the Council. Cllrs Campbell and Cllr I. Alexander withdrew their candidacy. Leaving three Cllrs. Cllr Campbell requested that each representative be voted on separately. Cllr Norcross **proposed** a vote be taken. Cllr Lloyd 13 votes For, Cllr S. Sullivan 13 votes For, Cllr S. Alexander 9 votes For, 4 Against. **Agreed** that Cllrs S. Alexander, S. Sullivan and Lloyd are SPC representatives on the Neighbourhood Wardens Steering Committee.

13.10 **SPC councillor representative on the 'Steyning Greening' group – Four reps.** The Clerk confirmed there were four proposed representatives these being Cllrs Trundle, Bell, Hanson and S. Alexander. Cllr Norcross **proposed, seconded** by Cllr Hanson that these four Councillors are the SPC representatives on the Steyning Greening Group. **Agreed 11 For 2 abstained**

13.11 **Steyning Society representative to assist with Local Heritage List project – One rep.**
Cllr Young had put her name forward but only in the absence of another Cllr wanting to be considered. Cllr I. Alexander said he would do so. Cllr Young thanked him and stepped down. Cllr Norcross **proposed, seconded** by Cllr Lloyd that Cllr I. Alexander represent SPC with the Steyning Society to assist with Local Heritage List project. **Agreed**

FULL/21/14 TO REVIEW AND APPROVE PARISH COUNCIL SUBSCRIPTIONS TO OTHER BODIES **CLERK**

14.1 There were four subscriptions to be reviewed and approved. Cllr Campbell suggested that all four subscriptions be approved en block. Cllr Norcross **proposed, seconded** by Cllr Northam that the subscriptions to all four bodies [noted within supporting papers supplied - These being the West Sussex Association of Local Councils / National Association of Local Councils: The Horsham Association of Local Councils : The Society of Local Council Clerks and the Open Spaces Society] be approved en block. **Agreed**

FULL/21/15 PARISH COUNCIL INSURANCE COVER. The Clerk asked that the Council noted that its
15.1 insurance policy expires on 31st August '21. Duly noted.

15.2 Cllr Campbell stated that Council ought to re-affirm the meeting schedule, the Council's expenditure under s. 137, and review Land and other Assets at this meeting. The Clerk agreed that these would be dealt with at the next Meeting. **CLERK**

The Chairman returned to Agenda item 6.

FULL/21/16 MATTERS ARISING FROM PREVIOUS MEETINGS

16.1 Cllr Norcross confirmed these items should be taken as read and do not need discussion unless specified as listed below:-

Possible movement of Park bench to be placed on the June Community agenda – **Actioned**
CCTV coverage to be placed on next F&GP agenda (June) **– Actioned**
Clerk to forward information regards Cllr Potters retirement onto SPC Cllrs **– Actioned**
Clerk to amend date error on three sets of agreed minutes **– Actioned**
Question raised by resident regards Neighbourhood Plan to be dealt with at a later meeting **– Ongoing** **CLERK**
SPC Land Register to be brought back to F. Council, subject to processing of non-registered land - **Ongoing** **CLERK**
Cllr Norcross to present Millennium Award to the Upper Beeding Hub in person when able **– Ongoing** **Cllr Norcross**
Internal Auditor appointment details to be brought back to Full Council **– Ongoing** **CLERK**
Clerk to inform WSALC that SPC to become a member - **Actioned**
Clerk to ensure Working Practices group convenes to discuss policies **- Actioned**
Risk Assessment to be sent to Councillors regards convening public meetings at S. Centre **- Actioned**
Clerk to induct new SPC Councillors - **Actioned**
New format for showing budget figures **- Actioned**
Next '20's plenty' Working Party to meet on 11th May to discuss feedback **- Actioned**
Clerk to write letter of intent to HDC re future pocket park grant application - **Actioned**
Clerk to organise removal of temporary pedestrianisation zone on High street – **Actioned**
D. Clerk to respond to Steyning Society re request **– Actioned**
Clerk to ensure Cllr representative appointed to assist with Steyning Society project **– See item 13.11**
Clerk to write a letter of thanks to the Wardens for their community spirited work **– Actioned**
D. Clerk to place PPG update on web site **– Actioned**
Climate Change working party to convene to discuss 'pocket park' with Steyning Greening - **Actioned**

	Clerk to update Cllrs as to what award has been won by Youth Service provider **– Actioned** Cllr S. Alexander to attend 15th June SDNP webinar session **– Ongoing** Clerk to respond to WSCC stating no current challenge to Soft Sands review at High Court – **Actioned** Clerk to convene Soft Sands WP to compile outline brief for consultants' quotations- **Actioned** Cllr Barling to further discuss Godstalls Lane community highway application with residents **- Ongoing** Requested Motion discussion deferred to next Full Council meeting **– Ongoing** Clean up day information to go on Web Site **– Actioned** Clerk to respond to Steyning and District Partnership with SPC's provisional support for BBQ - **Actioned**	**Cllr S. Alexander** **WSCC Cllr** **CLERK**
16.2	One item required further discussion – '*Cllr Lloyd to see if a consultation response could be sent in late*' – Cllr Lloyd reported he had sought and obtained an answer from HDC but would return with more details at the next meeting.	**Cllr Lloyd**

FULL/21/17 DATE OF NEXT FULL COUNCIL MEETING: 21st June 2021 at 7.30pm

Meeting closed at 10.09 pm

Signed …………………………………………… Date 21st June 2021
Chairman

video recording of this meeting is available at :
https://www.steyningpc.gov.uk/parish-council/councilcommittee-meetings/