

MEETING OF FULL PARISH COUNCIL (via Zoom video conferencing platform)

HELD ON MONDAY 18th JANUARY 2020 AT 7.30PM - Hosted by Hazel Roxby – Deputy Clerk

Present via video link: Cllrs Norcross (Chairman), Lloyd, Goldsmith, Hanson, Rudkin, Young, Northam, S. Sullivan, G. Sullivan, Trundle and Alexander.

Clerk: John Fullbrook

Members of the Public: 10 (including District Cllr Bob Platt and County Councillor David Barling)

Meeting commenced 7.32 pm

MINUTES

ACTIONS

FULL/20/114 APOLOGIES FOR ABSENCE

- 114.1 Apologies were received from Cllr Campbell
Cllr Saunders was absent.
David Barling informed that he would be slightly late as he was attending another meeting

FULL/20/115 DECLARATIONS OF INTEREST. –

- 115.1 None for this meeting

FULL/20/116 QUESTIONS FROM THE FLOOR -

- 116.1.1 **Q** - *Mr Nick Muggridge stated his concern for the present Neighbourhood plan which was submitted over a year ago to Horsham District Council for Reg 14 Consultation. He voiced his disappointment that the plan has no recommended housing sites, no affordable homes or downsize accommodation for local people, and no new infrastructure to support the community. As the plan has not yet reached the formal inspection stage, there is still the chance to withdraw it. He wondered therefore if SPC would consider reconvening a Steering Group of local volunteers to press on and complete a NP that is:*
- *worthy of its name*
 - *involves the public*
 - *addresses the future sustainability needs of our residents and community.*
- Or abandon neighbourhood planning altogether. He suggested it was a good time for councillors to reconsider the situation. And wondered why it was still being pursued? He also stated the question was rhetorical.*

- 116.1.2 **A** - *Cllr Norcross stated that as the question was quite weighty and rhetorical, a response would not be given at this meeting.*

Cllr
Norcross

FULL/20/117 MINUTES OF PREVIOUS MEETINGS –

- 117.1 Cllr Norcross **proposed, seconded** by Cllr Alexander that the draft minutes of the meetings held on the 16th November 2020 and the 14th December 2020 be accepted as a true and fair record. **Agreed 7 for (JN,SA,TL,DH,CY,LT,SN) 4 abstentions (RG,SSu,GSu,TR).**

FULL/20/118 MATTERS ARISING

- 118.1** Next Full Council meeting to include receiving committee minutes – **See item 125**
- 118.2** Clerk to amend details of the minute - Full/20/86.2 – **Actioned**
- 118.3** Clerk to consider amending details of the minute - Full/20/92.1 – **Actioned**
- 118.4** Clerk to bring deferred 16th November minutes back to next meeting – **Actioned**
- 118.5** Cllr Norcross to present Millennium Award to the Upper Beeding Hub in person when able – **Ongoing**
- 118.6** Working practices group to consider situation over maintenance contracts within scheme of delegation and come back to Full council with amendments if necessary – **Ongoing** -To be discussed at a Working Practices meeting on January 25th **CLERK**
- 118.7** SPC Land Register to be brought back to Full Council – **Ongoing** - Subject to processing the registration of some non-registered SPC land **CLERK**
- 118.8** Clerk to ascertain identity of SPC Neighbourhood plan examiner and inform Councillors - **Actioned**
- 118.9** Clerk to invite PCSO's to a Full Council Meeting – **Ongoing** - PCSO's had been invited to the February Full Council meeting but unfortunately are not available. Future dates will be sent to them in the hope that they can attend a future meeting.
- 118.10** Cllrs to supply survey responses to Clerk – **Actioned** - Responses from most councillors have now been received. These will be sent to the climate change group to discuss **CLERK**
- 118.11** Clerk to send Soft Sands SPC response to WSCC – **Actioned**
- 118.12** Clerk to inform Youth service provider and other Parishes that the JPYC MOU has been agreed – **Actioned**
- 118.13** SPC proposed Logo options circulated before next Full Council to produce short list-**Actioned**
- 118.14** Parish Council Meeting schedule deferred until February Full Council Meeting – **Ongoing** **CLERK**
Deferred for discussion at the personnel meeting dated 25th January
- 118.15** External Auditor comments to be taken back to F&GP committee – **Actioned**
- 118.16** Internal Auditor appointment details to be brought back to Full Council – **Ongoing** **CLERK**
The Clerk sent out supporting papers, but more were requested from a Councillor, so the matter deferred.
- 118.17** Clerk charged with obtaining solicitors costs to undertake voluntary first registration of SPC land - **Ongoing** **CLERK**

Report from Cllr David Barling deferred until later in the meeting as he was not yet in attendance

FULL/20/119 NEIGHBOURHOOD WARDENS' REPORT

- 119.1** To receive the Neighbourhood Wardens report for December. The report was taken as read. Cllr Hanson commented on the lack of promotion regards the Wardens inspecting High St. traders for being Covid safe but appreciated that they had visited 60 elderly residents to help combat loneliness and isolation. Cllr S. Sullivan commented on incident tally being incorrect.

FULL/20/120 FINANCE MATTERS**120.1**

To approve the recommendations from the Finance and General Purposes Committee and agree the Steyning Parish Council 2021/2022 Budget and associated Precept request to HDC for 2021/2022. The Committee discussed the Budget supporting papers provided for the next financial year 2021/22. Two final options for either a 2.5% Precept rise, or a 0% rise had been considered. There are changes to the HDC Tax code each year and this year a 0% precept rise from SPC would still mean an 89 pence increase in Band D properties in Steyning as calculated because of that HDC tax Base change. This will affect each property Band differently of course. Cllr Norcross **proposed, seconded** by Cllr Lloyd that committee agrees the F&GP recommendation that the budget for the year starting 1st April 2021 to the 31st March 2022 in accordance with the 'worst case budget' as itemised by the Clerk which is a 0% Precept increase from last year {2020/2021} [Therefore £322,305 Precept application to be sent to Horsham district Council]. **Agreed.**

CLERK**FULL/20/121 WEB SITE DEVELOPMENTS AND LOGO FOR STEYNING PARISH COUNCIL****121.1**

To discuss and agree any actions required following the SPC new web site going 'live'. Councillors discussed the new site, and some issues were highlighted : the photos are outdated , some typos and some names for Schools and the Church were incorrect. The Clerk informed that this was a work in progress and these items would be corrected. Help with new photos have been requested from the Camera Club, but it was noted that there may be a charge involved. Also mentioned was for the Camera club to set up a competition.

CLERK**121.2**

To discuss and agree a new Logo for Steyning Parish Council. Four final slightly different pictures of the proposed logo were sent to all councillors. A vote was carried out and number 1 was the most popular choice. Cllr Trundle **proposed, seconded** by Cllr S Sullivan that logo number 1 be accepted as the new Steyning Parish Council logo. **Agreed, 10 for (JN,CY,DH,SA,TL,RG,PC,SS,GS,LT) 1 abstention (TR)**

CLERK**FULL/20/122 REPORT FROM COUNTY COUNCILLOR****122.1**

Cllr David Barling updated that a lot of WSCC resources are going towards ensuring services are maintained throughout the pandemic and that the Government have been generous with their reimbursing of funds to WSCC with the losses now likely to be nowhere near the £80 million projected. Income Tax Budget is likely to increase by 4.99% or £1.38 /week for a band D property. Fortunately, controversial savings such as the possible closure of recycling centers are now not going to happen. Also, the highways budgets are significantly improved. Operation Watershed has also survived the cuts.

122.2

Rampion 1 offshore windfarm has been very successful and there is a proposed Rampion 2 development, the pipeline for which, to the substation at Bolney, is likely to miss Steyning but will certainly pass through Ashurst. Construction will not take place until 2025.

Cllr Barling**122.3**

Cllr Rudkin asked why there were less 'Cats Eyes' being used in road building/renewals these days – Cllr Barling to check if there was any reason for this. Cllr Barling also to check progress on pothole and manhole cover works to the lower high street – Deputy Clerk to send on photos.

D. Clerk**FULL/20/123 REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS****123.1.1**

Cllr Tim Lloyd – updated on HDC issues. The budgetary overspend for 2020/21 was likely to be £5.4 million. Service and staffing provision was still under scrutiny. There will shortly be a PR exercise relating to waste bins and the fact that residents own them and need to look after them. The PR exercise to include a price list for repairs. There are to be soft furniture recycling stores set up to reduce the amount going to land fill. There is a cycling and

infrastructure plan providing safe corridors of use being implemented initially in Horsham but soon to be also covering outlying parishes.

- 123.2** A contractor had been appointed to install electric charging points throughout the district, but this had then been cancelled due to contractual issues. There is a new grant available to homeowners who were considering energy saving improvements, the scheme worth up to £10,000 per home is available through the 'green home grant local authority delivery scheme.' And is available on a first come first serve basis up to 31st March.
- 123.3** Cllr Bob Platt – added that 'Greening Steyning' had won a climate fund grant for £5000 from HDC. Also, the 'Green Room' on Steyning High street had won 'best overall window display' in the district. The Clerk to write a congratulatory letter on behalf of the Council and place this and other awards on the web site. **CLERK**
- 123.4** Cllr Tim Lloyd – updated that the HALC meeting on 15th December discussed at length the five-year project to expand the Sussex wilding areas. Steyning has very little in terms of land that is strategically likely to assist or be part of this process. Gatwick night flights consultation – Parish asked to respond. HALC discontinuing attendance at Joint Consultation meetings.
- 123.5** Cllrs Young and Hanson – Isolation and loneliness / PPG update – Phone calls to the Hub are diminishing as people appear to understand more the support network they have access to. Volunteer drivers are required to assist with getting people to vaccination sites – please contact Dereck Took on 01903 816181. Cllr Lloyd had received communications from residents concerned about information coming out from the Health Centre and especially about the vaccination roll out. Cllr Trundle said there was a video online with a Health centre doctor explaining the procedure and process associated with the vaccination roll out, and not to contact the centre but wait to be contacted. Cllr Young encouraged residents to sign up to the Steyning health Centre website PPG link and gain updates in that way.
- 123.6** Cllrs Alexander and Norcross – South Downs National Park – Nothing to report – no meeting.
- 123.7** Cllrs Saunders, Alexander, Trundle and Northam – Climate Change Emergency Working Party Nothing to report – Need to organise next meeting.
- 123.8** Cllrs Norcross and Northam – Joint Parishes Cemetery Committee update – no meeting
- 123.9** Cllrs Alexander and Lloyd – Update on Wardens Steering Group – Next meeting on the 11th of February.

FULL/20/124 COMMITTEE MEMBERSHIP

- 124.1** To discuss and agree to elect members to fill the remaining vacant positions on the F&GP committee and the Planning committee. **CLERK**
- Cllr Goldsmith nominated Cllr Gary Sullivan for the F&GP committee vacancy. Cllr Rudkin seconded. Cllr Young nominated Cllr Trundle for this vacancy, Cllr Alexander seconded. Council voted on both nominations. Cllr Sullivan received **5 votes {TL, RG, SSu, GSu & TR}**, Cllr Trundle received **6 votes {JN, CY, SN, LT, SA & DH}**. **Cllr Trundle voted as new F&GP committee representative.**

124.2	Cllr Northam nominated Cllr Alexander, but he could not commit to another committee. Cllr Norcross nominated Cllr G. Sullivan, but he declined as Cllr S Sullivan already on this committee. Cllr Trundle nominated Cllr Hanson, but she declined. Cllr Goldsmith nominated Cllr Norcross, seconded by Cllr Trundle 10 For, 1 Abstained {TR}. Cllr Norcross voted as new Planning committee representative. <i>Cllr Rudkin left the meeting as this point</i>	CLERK
FULL/20/125	COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS	
125.1	Planning Committee – To receive the Minutes from the Planning committee meetings held on the 26th October, 23rd November, and Draft Minutes of 15th December 2020, and Draft Minutes for the 5th January 2021 Meetings. Cllr Trundle proposed to receive the minutes as listed, seconded by Cllr Norcross. Agreed	
125.2.1	Community Committee – To receive the Minutes of the meetings listed on the Agenda. Cllr Hanson proposed, seconded by Cllr Norcross to receive the Community committee Minutes from the 27th October 2020 meeting and to adopt any recommendations. Agreed	
125.2.2	Cllr Alexander proposed, seconded by Cllr Hanson to receive the draft Community committee minutes from the 24th November 2020 meeting and to adopt any recommendations. Agreed 8 For, 2 Against.	
125.2.3	Cllr Goldsmith proposed, seconded by Cllr Hanson that the draft minutes from the 5th January 2021 be deferred to the next Council Meeting. Agreed 8 For, 2 abstained	CLERK
125.3.1	Personnel committee – Cllr Norcross proposed, seconded by Cllr Hanson to receive the minutes of the Personnel committee meeting held on the 9th November and adopt any recommendations. Agreed	
125.3.2	Cllr Norcross proposed, seconded by Cllr Young to receive the draft minutes of the Personnel committee meeting held on the 7th December and adopt any recommendations. Agreed	
125.4.1	Finance & General Purposes Committee – Cllr Lloyd proposed, seconded by Cllr Alexander to receive the Minutes of the meeting held on the 13th of October and adopt any recommendations. Agreed	
125.4.2	Cllr Norcross proposed, seconded by Cllr Lloyd to receive the draft minutes of the F&GP meeting held on the 10th November and adopt any recommendations. Agreed	
125.4.3	Cllr Norcross proposed, seconded by Cllr Alexander to receive the draft minutes of the F&GP meeting held on the 8th December and adopt any recommendations. Agreed	
FULL/20/126	CORRESPONDENCE AND INFORMATION ITEMS	
126.1	Letter (supporting paper) from a resident and former Chair of SPC planning committee (Mr Muggridge) in support of the decision made by the previous council to give delegated authority to planning committee members on occasion to successfully resolve matters via emails, then receive and adopt these decisions at subsequent meetings. And that this practice was therefore not illegal as suggested at the last Full Council meeting.	

126.2 **HDC - Public Spaces Protection Order.** Cllr Goldsmith spoke in support of the supporting paper and that the Council should respond to the HDC consultation. Cllr Young said there were four items that SPC could respond favourably towards as a council as well as individuals. Cllr Lloyd to see if a response could be submitted late so that it could be heard and agreed at next Full Council. **CLERK /
Cllr Lloyd**

126.3 **Vaccine helpline** – This helpline information to be found via supporting papers. Cllr Goldsmith suggested these helpline numbers be publicised on the electronic visual display boards. Cllr Lloyd and Clerk to check if possible. **CLERK /
Cllr Lloyd**

126.4 **Covid response banner – information, Helplines** – This banner to be found on the web site.

FULL/20/127 **DATE OF NEXT FULL COUNCIL MEETING: 15TH February 2021 at 7.30pm**

Meeting closed at 9.47 pm

Signed Date 15th February 2021

Chairman

Video recording of this meeting is available at :

<https://archive.org/details/2021-01-18-steyning-parish-council-full-parish-meeting>