

Date published 5th October 2022

**TO ALL MEMBERS OF STEYNING PARISH COUNCIL - YOU ARE HEREBY SUMMONED TO THE
PARISH COUNCIL MEETING TO BE HELD ON MONDAY 10th OCTOBER 2022 AT 7.30 PM
AT THE STEYNING CENTRE**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS 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 Steyping Parish Council. Members of the public are also advised that by attending a meeting of Steyping Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST.** – Disclosure by Councillors of their personal interests in regards 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 (2 minutes per person) will be available for the public to make representations or ask questions. 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** - to agree the minutes of the meeting held on the 18th of July 2022 as a true and fair record.
- 5.0 MATTERS ARISING** - These items should be taken as read and do not need discussion unless specified
- 5.1 FULL/22/38.3** Signs on Bypass and Bostal hill to be replaced – Cllr Linehan to chase WSCC Highways - **See item 6.3**
- 5.2 FULL/22/38.3** Cllr Linehan to seek resolution to issues raised from Virgin media installation - **See item 6.3**
- 5.3 FULL/22/38.3** Cllr Linehan to report back on police response to Steyping High St antisocial behaviour issue – **See item 6.3**
- 5.4 FULL/22/39.1** Clerk to reconstitute the Local Action Team to help with antisocial behaviour issue - **Actioned/See 10.10**
- 5.5 FULL/22/40.1** Hoey Ainscough meeting to be confirmed & Community Committee meeting rescheduled - **Actioned**
- 5.6 FULL/22/40.2** Complete amendments to 5-point plan for Planning Committee delegated authority process - **Actioned**
- 5.7 FULL/22/40.2** 5-point plan process for Planning Com. delegated authority to be placed on SPC Web site - **Actioned**
- 5.8 FULL/22/40.3** SDNP's Land Assessment consultation response requests - **Actioned**
- 5.9 FULL/22/41.1** Clerk to thank all those involved in the SWAB & Neighbourhood plan processes on behalf of SPC – **See item 9.1**
- 5.10 FULL/22/42.1** Clerk to distribute last HALC minutes when available - **Actioned**
- 5.11 FULL/22/43.1** Receipt of all noted committee meeting minutes - **Actioned**
- 5.12 FULL/22/44.1** Wardens and PCSO's to report on antisocial behaviour issues and what is being done to avoid further issues. – **See item 10.3**
- 5.13 FULL/22/44.3** SPC Chairman to respond to residents' letter and the two remaining questions - **Actioned**
- 5.14 FULL/22/44.4** £250 Grant to the Ukrainian Refuge Charity - **Actioned**
- 5.15 FULL/22/44.5** Ukrainian Refuge Charity to possibly have Councillor representation – **See item 10.11**
- 5.16 FULL/22/26.3** Warden's reciprocal working arrangements – Cllrs to send their views to wardens steering group reps. - **See item 10.3**
- 5.17 FULL/22/45** Information items from last meeting placed on SPC Web Site - **Actioned**
- 5.18 FULL/22/45.3** Well-being service start up session discussed for the Steyping Centre - **Actioned**
- 5.19 FULL/22/45.4** Shoreham Cement works consultation response delegated to Planning and Premises Com - **Actioned**
- 5.20 FULL/22/45.5** Water Neutrality Meeting invitations accepted, and meeting attended - **Actioned**

6.0 REPORT FROM DISTRICT AND COUNTY COUNCILLORS

- 6.1** Cllr Bob Platt – (HDC) update
- 6.2** Cllr Tim Lloyd – (HDC) update
- 6.3** Cllr Paul Linehan – WSCC update

7.0 NEIGHBOURHOOD WARDENS REPORT *(See supporting papers)*.

- 7.1** To receive the Neighbourhood Wardens report for July and August 2022

8.0 GOVERNANCE MATTERS *(See supporting papers)*

- 8.1** Update from the Clerk on correspondence from the SPC External Auditor.
- 8.2** To discuss and agree the appointment of the Internal Auditor for 2022/23.
- 8.3** Hoey Ainscough report update, and to discuss and agree to convene an all member working party, so that SPC can begin working on dealing with any recommendations and prioritising as appropriate any actions from the soon to be published report.
- 8.4** To consider the National Association of Local Council's latest Civility & Respect Policy with a view to agreeing it at the next Full Council Meeting in November. To also consider therefore adapting as necessary the existing SPC Dignity at Work / Bullying and Harassment Policy and to take this matter to the next Working Practices group meeting on a date to be decided at this meeting.
- 8.5** To agree the Chair of the Council take over the responsibility of signing previous agreed F&GP minutes dated June 2019 to July 2020 as the previous Chairman of F&GP, whose responsibility it was, has refused to do so.
- 8.6** To approve the recommendation from F&GP Committee to pay the SPC Insurance Cover invoice

9.0 NEIGHBOURHOOD PLAN

- 9.1** Following HDC's approval of the Steyning Neighbourhood Plan in September, it has now become a 'made' Plan. Statement from the Chairman.

10.0 REPORTS FROM OUTSIDE BODIES

- 10.1** Cllr Goldsmith and Trundle – (HALC/ WSALC/NALC) update
- 10.2** Cllrs Young and Lloyd – Isolation and Loneliness / PPG update
- 10.3** Cllrs S. Alexander and Goldsmith – Update on Wardens Steering Group, and discuss and agree any actions
- 10.4** Cllr Northam and Young – Joint Parishes Cemetery Committee
- 10.5** Cllrs S. Alexander, Trundle, Bell and Parsons – Climate Change Emergency working party
- 10.6** Cllrs S. Alexander and Parsons – South Downs National Park
- 10.7** Cllr Norcross and S. Alexander – Update on Joint Parishes Youth Committee
- 10.8** Cllr I. Alexander – Steyning Society - update on the Steyning Heritage List Project
- 10.9** Cllr Trundle – Greening Group update
- 10.10** LAT – Cllr S. Alexander – With Clerk to update
- 10.11** Ukrainian Representation - TBC

11.0 COMMUNITY MATTERS *(See supporting papers)*

- 11.1** To discuss the Chairmans Function on the 9th December and associated Community Awards.

12.0 PROGRESS REPORT

To receive the following ongoing items and to discuss and agree any necessary actions to be taken

- 12.1** How to interpret Risk Assessments – Cllr Training exercise from the Clerk
- 12.2** Standing Orders, SPC Finance regulations and SPC Code of Conduct be referred to the Working Practices Group which is charged with considering the amendments and points raised by Cllr Campbell and by HDC

13.0 CORRESPONDENCE AND INFORMATION ITEMS *(See supporting papers)*.

- 13.1** Electric charging points for vehicles likely to be installed at Fletchers Croft Car Park

14.0 DATE OF NEXT FULL COUNCIL MEETING: 21st NOVEMBER 2022 at 7.30pm

John Fullbrook, Clerk to the Council



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