

MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 10TH OCTOBER 2022 AT 7.30PM

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

Clerks in attendance : John Fullbrook and Hazel Roxby

Members of the Public : 7 {plus WSCC Cllr Paul Linehan, Cllr Bob Platt and Wardens Paul Conroy & Michael Pearce}

Meeting commenced 7.30 pm

MINUTES

ACTION

FULL/22/47 APOLOGIES FOR ABSENCE

47.1 Apologies were received from Cllrs Hanson, and Cllr Northam was in attendance but needed to leave by 9pm and so gave apologies. Cllr Trundle absent.

FULL/22/48 DECLARATIONS OF INTEREST

48.1 None.

FULL/22/49 QUESTIONS FROM THE FLOOR (*in summary*)

49.1 The Chairman had received written questions from a resident who wished to remain anonymous, and she read these out and then responded on behalf of the Council. Both referenced a recent court case that concerns an SPC councillor.

49.1.1 Q – 1. *Will the SPC be proposing a vote of no-confidence in Cllr Goldsmith and requesting his resignation, as suggested by several local residents?*

49.1.2 A – 1. *As we are still awaiting the report from Hoey Ainscough concerning councillor behaviour, it would not be appropriate for us to consider this issue, until then.*

49.1.3 A – 1. *Cllr Goldsmith added it was not council business, rather it was between two private individuals*

49.2.1 Q – 2. *In the absence of any apology to the business owner even now by Cllr Goldsmith, will the council acknowledge its own failure to support and encourage this business owner, and make its own apologies for Rodney's behaviour, and wholly unjustified High Court case against a Steyning resident*

49.2.2 A – 2. *We have not failed to support or encourage any new businesses where possible. We will not be apologising for Rodney's behaviour as it is not the responsibility of the Parish Council, but rather the individual himself. Likewise with the High Court case, which was brought by Rodney as a private individual and not with the agreement nor authority of Steyning Parish Council. Consequently, we neither can, nor shall apologise for it, other than to note that any court action is always regrettable.*

FULL/22/50 MINUTES OF PREVIOUS MEETINGS

50.1 Cllr Norcross **proposed, seconded** by Cllr Lloyd that the minutes for the meeting dated the 18th July '22 be accepted as true and fair record. **Agreed 10 For, 2 Abstained**

- FULL/22/51 MATTERS ARISING** – These items were taken as read
- 51.1** Signs on Bypass and Bostal hill to be replaced, Cllr Linehan to chase WSCC - **See item 52.3**
 - 51.2** Cllr Linehan to seek resolution to issues raised from Virgin media installation - **See item 52.3**
 - 51.3** Cllr Linehan to report back on police response to Steyning High St antisocial behaviour issue – **See item 52.3**
 - 51.4** Clerk to reconstitute the Local Action Team to help with local issues - **Actioned/See 56.10**
 - 51.5** Hoey Ainscough meeting to be confirmed & Community Committee meeting rescheduled – **Actioned**
 - 51.6** Complete amendments to 5-point plan for Planning Committee delegated authority process – **Actioned**
 - 51.7** 5-point plan process for Planning Com. delegated authority to be placed on SPC Web site – **Actioned**
 - 51.8** SDNP's Land Assessment consultation response requests – **Actioned**
 - 51.9** Clerk to thank all those involved in the SWAB & Neighbourhood plan processes on behalf of SPC – **See item 55.1**
 - 51.10** Clerk to distribute last HALC minutes when available – **Actioned**
 - 51.11** Receipt of all noted committee meeting minutes - **Actioned**
 - 51.12** Wardens and PCSO's to report on antisocial behaviour issues and what is being done to avoid further issues. – **See item 53.1**
 - 51.13** SPC Chairman to respond to residents' letter and the two remaining questions - **Actioned**
 - 51.14** £250 Grant to the Ukrainian Refuge Charity - **Actioned**
 - 51.15** Ukrainian Refuge Charity to possibly have Councillor representation – **See item 56.11**
 - 51.16** Warden's reciprocal working arrangements – Cllrs to send their views to wardens steering group reps - **See item 56.3**
 - 51.17** Information items from last meeting placed on SPC Web Site - **Actioned**
 - 51.18** Well-being service start up session discussed for the Steyning Centre – **Actioned**
 - 51.19** Shoreham Cement works consultation response delegated to Planning and Premises Com - **Actioned**
 - 51.20** Water Neutrality Meeting invitations accepted, and meeting attended - **Actioned**

FULL/22/52 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

- 52.1** **Cllr Platt (HDC update) - *Government proposed Investment zones*** – Councils are being asked if these are wanted in their district. The associated planning permission amendments have been seen as being not in keeping with the Councils green agenda to help combat climate change. Council leader Chowen had therefore responded saying, no thank you. Indeed, there is an announcement that the 'Wilder Horsham District' project has received £500K worth of govt. funding to help set up a wildlife corridor between the Knepp estate and Shoreham-by-sea

HDC Carbon emissions down to zero by 2030 scheme – HDC are asking that any appointed subcontractors are also net zero rated by 2050. Council Electric vehicles are continuing to be rolled out, and solar panels installed at some sites.

Water Neutrality - This issue is still delaying the completion of the District Council Local Plan.

52.2

Cllr Lloyd (HDC Update) – The £150 Tax rebate – To assist with the cost-of-living crisis, most households within Tax bands A to D should have now received this rebate – This initiative by HDC has been copied by other local authorities, HDC being widely seen as a lead authority in this matter.

Horsham recently 'Made' the Steyning neighbourhood plan - meaning the plan will now be used in the determination of planning applications within the Steyning parish in addition to the Horsham district plan framework.

Shoreham Cement works – There has been considerable interest in the recent consultation with 226 responses recorded from individuals and organisations. There will be a further consultation on a preferred option next year.

Cost of living crisis – HDC agreed the following motion – ‘The Council in recognising the cost-of-living crisis facing this country resolves to continue to deliver support to those most in need, and to continue to work with partner authorities and with third sector organisations to support all those in our community’. There is a wide-ranging package to be put in place {this will be placed on the SPC web site for reference}

Water Neutrality – In the light of recent remarks from the Prime Minister there is some concern about water neutrality being used as a benchmark for refusing planning permission. This is yet to be clarified.

52.3

Cllr Linehan (WSCC Update) – He began by adding, in relation to comments from Cllr Platt, the commitment WSCC continued to maintain concerning Carbon emissions reduction and funding appropriate schemes connected with the govt. investment zones.

Matters arising items 51.1 to 51.3 (above) – The two road signs have been replaced, the Virgin media installation issues are being addressed by the Highways team and their ongoing after works inspections. The Steyning Police station opening times are now set as follows: Tuesdays, Thursdays and Fridays from 10am to 2pm.

Residents reporting to the police – He has written to the Police Chief Commissioner and reported that the current system simply wasn't working with the police often being unobtainable on the non-emergency number and on-line service. Following these communications, he can report that a complete overhaul of the process was undertaken, and now hopefully residents will be able to make contact more successfully.

Caring Services – Cllr Linehan outlined a number of Carer service safeguard initiatives being brought online by WSCC

Eco friendly Street sweeping initiative – 99% of street sweepings are not now going into landfill but are being usefully reprocessed, which is both eco-friendly and has also saved £2.6 million in the last 4 years.

Water resources – Cllr Bell wondered if reservoirs were a consideration for WSCC to assist with local water shortages – Cllr Linehan will investigate further.

Community Highways schemes – Cllr I Alexander asked about outstanding applications – There is nothing to report currently.

Virgin media cabinets – Cllr Lloyd wondered if the grey cabinets were going to be painted green – Cllr Linehan believed the light colour was to avoid over heating but will check.

Cllr Linehan

Cllr Linehan

Cllr Linehan

FULL/22/53

NEIGHBOURHOOD WARDEN'S REPORTS

53.1

The Council received the reports for July, August and September. The Wardens were in attendance and read through the reports and were able to receive questions, but none were forthcoming. The Chairman thanked them for their attendance and their service.

FULL/22/54 GOVERNANCE MATTERS

- 54.1 Update from the Clerk on correspondence from the SPC External Auditor.** The Clerk reported that the interim report has been placed on the web site. The end of year certificate has not been issued as the auditors are having to deal with issues raised by a resident.
- 54.2 To agree the appointment of the Internal Auditor for 2022/23.** The clerk recommended that Council continue to appoint the current service provider. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC agree the appointment of the Internal Auditor for 2022/23 as per the supporting papers. **Agreed 8 For, 4 Against** **CLERK**
- 54.3 Hoey Ainscough report.** The clerk noted there had been a recent outline report presentation from Hoey Ainscough with councillors, office staff and monitoring officers in attendance and he noted that the final report was due to be sent to SPC in the next few days. He also proposed a plan to start the process of dealing with the report's likely recommendations. Cllr Norcross proposed a motion which was seconded by Cllr Young; however, Cllr Campbell proposed an amendment and this was voted upon. Cllr Campbell **proposed, seconded** by Cllr Sullivan that SPC convene an all member working party on the 7th November at 7pm to look at recommendations from the Hoey Ainscough report and bring the actions back to Full Council and to invite an HDC representative or representatives to be in attendance and that the officers are invited to attend for the purpose of contributing or mediating as they see fit. **Agreed 6 For, 5 Against** **CLERK**
- 54.4 To consider the National Association of Local Council's latest Civility & Respect Policy.** Cllr Joanna Norcross proposed a motion which was seconded by Cllr S. Alexander and Cllr Campbell proposed an amendment which was voted upon as follows. Cllr Campbell **proposed, seconded** by Cllr Goldsmith that SPC convene an all member working party to consider NALC's Civility and Respect policy and that the meeting should take place after the scheduled meeting to discuss the Hoey report, and it is brought back to whatever council meeting comes after that. **Not Agreed 5 For, 6 Against, 1 Abstained.** Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC convene an all member working party on the 26th October '22 at 2pm to consider NALC's Civility and Respect policy {with a view to agreeing it or otherwise at the next Full Council meeting in November}. **Agreed 7 For, 4 Against, 1 Abstained** **CLERK**
- 54.5 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.** The clerk appealed to Cllr Goldsmith to come in to sign these documents, but he once again refused, therefore the clerk asked for 8 councillors to sign a special motion in advance of the next Full Council meeting, and he said he would make this request via email. **CLERK**
- 54.6 Payment of the SPC Insurance Cover invoice.** Cllr Norcross **proposed, seconded** by Cllr S. Alexander that SPC approve the recommendation from F&GP Committee to pay the SPC Insurance Cover invoice. **Agreed** **CLERK**

FULL/22/55 NEIGHBOURHOOD PLAN

- 55.1** Following HDC's approval of the Steyning Neighbourhood Plan in September, it has now become a 'made' Plan. The Chairman read out a statement which summarised the final processes associated with the plan becoming 'made', and more specifically she expressed the Council's thanks to all those many volunteers for their unwavering support and who put in countless hours to ensure the plan was produced. The full text of the statement is appended to these minutes **CLERK**

At point in the meeting Cllr Northam gave his apologies and left

FULL/22/56 REPORTS FROM OUTSIDE BODIES

- 56.1 (HALC/ WSALC/NALC) update.** Cllr Goldsmith reported no meetings. The clerk updated that there had been a climate change workshop event organised by HALC which he attended in the absence of Cllrs and that he would send on details of the presentation – he also urged for support in the attendance of a full day HALC Climate conference on the 20th October, with again details of the agenda to follow. **CLERK**
- 56.2 Isolation and loneliness / PPG update.** Cllr Young updated that the health centre is offering covid vaccinations every Saturday up until the end of November. Cllr Goldsmith asked that the representatives raise a request that two more disabled parking bays are allocated in the health centre car park **Cllr Young**
- 56.3 Cllrs S. Alexander and Goldsmith – Wardens Steering Group.** The clerk updated as the SPC reps could not attend the recent meeting. He sent out the minutes of the meeting (as per supporting papers) and summarised the points discussed. SPC currently have two representatives and the clerk asked on behalf of the warden's supervisor whether SPC needed to have both reps present. The feeling was that two reps should continue to be invited **CLERK**
- 56.4 Cllr Northam and Young – Joint Parishes Cemetery Committee.** No meeting to report **CLERK**
- 56.5 Cllrs S. Alexander, Trundle, Bell and Parsons – Climate Change Emergency working party.** There was a meeting on the 20th July and the detailed notes were presented by the clerk as a supporting paper. Cllr Parsons remarked on the proposed checklist for planning in relation to the Neighbourhood plan being a good idea, and the clerk stated that it will certainly be discussed further at the next meeting. Next meeting was on the 17th November. **CLERK**
- 56.6 Cllrs S. Alexander and Parsons – South Downs National Park.** No meeting to report
- 56.7 Update on Joint Parishes Youth Committee.** No meeting to report. Next meeting 27th Oct.
- 56.8 Cllr I. Alexander – update on the Steyning Heritage List Project.** The completed project will be presented to the planning committee at the next opportunity.
- 56.9 Greening Group update.** No meeting to report
- 56.10 LAT –** The Clerk updated that he had spoken with all parties and that it will now be an agenda item at the next Wardens steering committee **CLERK**
- 56.11 Ukrainian Representation – TBC**

FULL/22/57 COMMUNITY MATTERS

- 57.1** Council discussed the Chairmans Function which was now to be held on the 9th December and the associated Community Awards.

FULL/22/58 PROGRESS REPORT

- 58.1** How to interpret Risk Assessments – Cllr Training exercise from the Clerk – **Ongoing** **CLERK**
- 58.2** 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 – **Ongoing** **CLERK**

FULL/22/59 CORRESPONDENCE AND INFORMATION ITEMS

59.1 Electric charging points for vehicles to be installed at Fletchers Croft Car Park in the near future. The clerk read out the details of an email from HDC as per supporting papers.

FULL/22/60 DATE OF NEXT FULL COUNCIL MEETING: 21st November 2022 at 7.30pm

Meeting closed at 9.10 pm

Signed Date 21st November 2022
Chairman

video recording of this meeting is available at -
<https://youtu.be/ItLQKc2W2h0>

APPENDIX

Chairman's statement under item 55.1

As I'm sure you all know, the Steyning Neighbourhood Plan, has now been made. As many of you will be aware it has been a long, and at times, complicated process. The genesis of the plan being with what was SWAB (Steyning, Wiston, Ashurst and Beeding) and then devolving into just Steyning as each Parish decided to formulate their own individual plans. A considerable number of people have, over the years, been instrumental in bringing the Steyning Plan to fruition, countless hours of meetings, focus groups, discussions and debates. All of which eventually culminated in the Steyning Neighbourhood plan that we now have. After much deliberation and consideration, the plan was submitted for examination to HDC. They requested that we make some small changes, which both the NP Steering group and then ultimately SPC agreed to, and the final plan was put forward. It went to referendum in July and was approved by a huge majority of 77%. Subsequently the plan was then approved by Horsham last month, or to use their parlance "Made". As a direct result of this SPC will now receive the higher rate of CiL and when any planning applications are made HDC are obliged to consider our plan when making decisions. Moreover, once HDC finally conclude their plan, we have agreed that within six months we will start a review of our plan and use this opportunity to consider elements that have not yet been included.

So, I would just like to say thank you to all the many people who have been involved, over the years, with the production of the Steyning Neighbourhood Plan. They are too numerous to name, and I run the risk of accidentally missing out someone if I were to try and name them all individually, but SPC would like to say a huge thank you all of them. Without the unwavering support of the community and the countless hours so many people put into the plan, we would not now be where we are. So once again, thank you to all who were, still are and hopefully still will be going forward, involved in the Steyning Neighbourhood Plan.