



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

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**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO A MEETING AT THE STEYPNING CENTRE TO BE HELD
ON MONDAY 19TH DECEMBER 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 Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning 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 Steypning 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 16th December 2022.
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 28th November 2022 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 97.2 – Request from PPG for information screen in foyer - Ongoing .**
 - 5.2 97.3 – Bus Shelter ramp** –. The item was discussed at the October F&GP meeting and Cllrs Lloyd and Platt were requested to liaise with HDC concerning funding towards the agreed ramp project. **Ongoing**
 - 5.3 97.4 – Fence on Bowls Club Boundary** - Deputy Clerk to speak to contractor concerning fence and report back on works required – **Ongoing** Update from Deputy Clerk
 - 5.4 97.5 – Repairs to mains fuse board outside High Street toilets. - Actioned** Contractor has been asked to carry out the work. Update from Deputy Clerk
 - 5.5 97.6 – Support for Residents – A place to be warm during winter - The** Deputy Clerk to monitor the situation and inform committee of any venues offering a “Warm Front” . **Ongoing**
 - 5.6 97.7-Steypning Local Heritage list** – recommended to full council for approval and adoption of the Steypning Local Heritage List. **Ongoing**
 - 5.7 97.8 - Sound and vision improvements for the steypning centre as per agreed budget 2022-** move forward with the upgrades to Saxon Room AV, the Committee Rooms AV and whole building WI-FI enhancement. **Actioned** see agenda item 11.2
 - 5.8 103.2 – Projects for 2023-24** – Inform Clerk of projects to add to list for 2023-24. **Actioned**
Deputy Clerk to order microphones for meetings if they work with the current system. **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 5.9 **104.1 -Boundary Commission – Arundel and Southdowns** - Deputy Clerk to send response of support for revised Constituency proposal and reference bullet points 3,4,5 and 6. **Actioned.**
- 6.0 **PLANNING APPLICATIONS**
- 6.1 **DC/22/2169 Little St Johns Jarvis Lane Steyning** – Fell 1 x Field Maple Tree
- 6.2 **DC/22/2186 – Dingemans Court Shooting Field** – Surgery to 1 x Silver Maple
- 6.3 **DC/22/2217 – 7 Perrots Lane** – Surgery to 1 x Sycamore Tree
- 6.4 **DC/22/1895 – Wappingthorn Manor, Horsham Road** – Erection of an indoor tennis dome and hardstanding area. (Retrospective)
- 6.5 **DC/22/2207 – 5 Penfold Way** – Demolition of existing detached garage and erection of a single side and rear extension. Erection of a front porch. Conversion of a loft to form habitable living space, incorporating creation of a dormer and installation of 3 rooflights to front.
- 6.6 **DC/22/2275 – Ash Lea, Coxham Lane** – Surgery to 1 x Ash Tree
- 7.0 **LATE PLANS**
- 7.1 None at time of printing
- 8.0 **ENFORCEMENT NOTIFICATIONS**
- 8.1 None at time of printing
- 9.0 **PLANNING DECISIONS FROM HDC and SDNP**
- 9.1 See attached list
- 10.0 **DEPUTY CLERKS REPORT**
- 10.1 **Bookings** – Update
- 10.2 **Film nights** – Update
- 11.0 **FINANCE**
- 11.1 **Expenditure for Oct and November**
- 11.2 **Sound and vision improvements for the steyning centre as per agreed budget 2022** - to update on the work completed and confirm expenditure.
- 11.3 **Bus Shelter** – to discuss further requests for shutters for the bus shelter and recommendations, if any, from the Wardens Steering Group meeting on 14th December.
- 12.0 **CORRESPONDENCE/INFORMATION.**
- 12.1 Information from WSCC concerning Rock Common Quarry
- 13.0 **DATE OF NEXT MEETING** - Monday 23rd January 2023 at 7.30pm

John Fullbrook
Clerk to the Council