



The Steypning Centre
Fletchers Croft
Steypning
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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 23rd JANUARY 2023 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 20th January 2023.
- 4.0 **MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 19th December 2022 as a true and fair record.
- 5.0 **MATTERS ARISING AND ACTIONS**
 - 5.1 **111.1 – Request from PPG for information screen in foyer - Ongoing .**
 - 5.2 **111.2 – 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 **111.3 – Fence on Bowls Club Boundary** - Deputy Clerk to speak to contractor concerning fence and report back on works required – **Ongoing** Update from Deputy Clerk. Quote received. **Item 11.4**
 - 5.4 **111.4 – Repairs to mains fuse board outside High Street toilets. - Actioned**
 - 5.5 **111.5 – Support for Residents – A place to be warm during winter -** Sakala opening dates have been published on the website and noticeboards. **Actioned**
 - 5.6 **111.6-Steypning Local Heritage list** – recommended to full council for approval and adoption of the Steypning Local Heritage List. **Actioned.**
 - 5.7 **111,7 – 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** awaiting 1 item to be delivered.
 - 5.8 **117.2 Sound and Vision improvements for the Steypning Centre as per agreed Budget 2022** - To have the £1,514.83 remaining unspent budget from £9000.00 earmarked for the ceiling projector in Coombe Court for 2023/24. To be done at next F&GP meeting.
 - 5.9 **117.3 Bus Shelter** – Deputy Clerk to investigate other parishes use of bus shelter shutters and if they are successful or not. **Ongoing.**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.0 PLANNING APPLICATIONS**
- 6.1 DC/22/2262- 16 Penfold Way** – Erection of a two-storey front extension and a single storey side extension.
- 6.2 DC/22/2222 - 12 Chandlers Way** - Erection of a single front extension and associated works
- 6.3 DC/23/0019 - Mill End Sir Georges Place** – Surgery to 2 x Conifers trees
- 6.4 DC/22/0834 – 7 Laines Road** - amended plan – replacement garage and studio
- 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 DC/22/0986 - 9 Kings Barn Lane** - Erection of a first-floor rear extension, installation of 4 no rooflights, installation of cladding to front and rear, installation of solar panels to rear and alterations to windows and doors.
- 9.2 DC/22/2049 - 28 Abbey Road** - Erection of a first-floor side extension.
- 9.3 DC/22/1697 – Hadleigh, Newham Lane** - Extension to dropped kerb and widening of existing highway crossover.
- 9.4 DC/22/1910 - 28 Portway** - Erection of a single storey side extension.
- 10.0 ANTISOCIAL BEHAVIOUR AT THE HIGH STREET BUS SHELTER** – To discuss and agree that premises convene an all member working party to discuss issues and associated factors relating to the current High Street problems, to possibly include inviting PCSO's, Wardens, County Councillor and some resident volunteers, in order to come up with possible solutions, and whose recommendations could be brought back to SPC Full Council.
- 11.0 GREEN BUILDING GUIDELINES** - To discuss and agree to recommend to Full Council that SPC use a Green Building Guidelines Checklist as per supporting papers for consideration when discussing future planning applications within the Steyning Parish.
- 12.0 DEPUTY CLERKS REPORT**
- 12.1 Bookings** – Update
- 12.2 Film nights** – Update
- 13.0 FINANCE**
- 13.1 Income and Expenditure for December 2022** – To discuss and agree the income and expenditure reports as a correct record of the finances for December.
- 13.2 Annual Gas Check** - To discuss fault found on gas cooker and agree remedial work to replace the ignition .
- 13.3 Boiler issues** – update on the recent breakdown and repair of the boiler at the Steyning Centre.
- 13.4 Bowling Club Fence** - to discuss work to remove the fence as requested by the bowling club .
- 14.0 CORRESPONDENCE/INFORMATION.**
- 15.0 DATE OF NEXT MEETING** - Monday 27th February 2023 at 7.30pm

John Fullbrook
Clerk to the Council