

Date published 15th February 2023

**TO ALL MEMBERS OF STEYNING PARISH COUNCIL - YOU ARE HEREBY SUMMONED TO THE
PARISH COUNCIL MEETING TO BE HELD ON MONDAY 20th FEBRUARY 2023 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 Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place.

AGENDA

{Timing references in brackets for each item are noted as a guide – As such therefore this meeting will likely take approx. 2 Hours 30 mins}

- 1.0 APOLOGIES FOR ABSENCE {2 minutes}** - To receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST {2 mins}** - 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 {8 mins}**
 - 4.1** To agree the minutes of the Full Council Meeting held on the 16th of January 2023 as a true and fair record.
 - 4.2** To agree the minutes of the Annual Parish Meeting from the 21st March 2022 as a true and fair record.
- 5.0 MATTERS ARISING {2 mins}** - These items should be taken as read and do not need discussion unless specified
 - 5.1 FULL/22/52.3** Three items for Cllr Linehan to update on at next SPC Full Council meeting; regards Virgin media installation, local water resources and outstanding Highway scheme applications – **See item 6.3**
 - 5.2 FULL/22/87.2** Working Practices to consider policies as per requested and for their recommendations to be brought back to Full Council- **Actioned/ See item 8.2**
 - 5.3 FULL/22/79.1** Antisocial behaviour working party idea taken to Premises Committee - **Actioned**
 - 5.4 FULL/22/84.1** Precept request taken to Horsham District Council - **Actioned**
 - 5.5 FULL/22/84.2** Steyning Heritage List adopted – Inform Steyning Society - **Actioned**
 - 5.6 FULL/22/84.3** Implementation Plan – Clerk to make more interventions where necessary - **Actioned**
 - 5.7 FULL/22/84.5** Theme of Annual Parish Meeting to be brought back for further discussion – **Actioned / item 8.5**
 - 5.8 FULL/22/88.1** Rock Quarry consultation responses by Cllrs – **Actioned**
 - 5.9 FULL/22/88.2** Consideration of what SPC plans to do for the Kings Coronation – **See item 8.6**
- 6.0 REPORT FROM DISTRICT AND COUNTY COUNCILLORS {20 mins}**
 - 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 {10 mins} (See supporting papers).

7.1 To receive the Neighbourhood Wardens reports for January 2023

8.0 GOVERNANCE MATTERS {45 mins}, (See supporting papers)

8.1 To discuss and agree the SPC Meeting Schedule for the next 15 months

8.2 To discuss and agree four draft SPC policies as per supporting papers and as per recommendations from the Working Practices Group

8.3 To discuss and agree a first quarterly newsletter for the Your Steyning publication

8.4 To discuss any progress made regarding the H.A. Implementation Plan

8.5 To further discuss and agree the theme of this year's SPC March Annual Parish Meeting

8.6 To further discuss if there is anything members want to do for the Kings' Coronation and agree any actions

8.7 Notification of Election details and the implications of Purdah for SPC

8.8 Possible joint parishes project to upgrade a pathway as per supporting paper – Report from Cllr I Alexander
To discuss and agree any actions required.

9.0 REPORTS FROM OUTSIDE BODIES {15mins} , (See supporting papers)

9.1 Cllr Goldsmith and Trundle – (HALC/ WSALC/NALC) update

9.2 Cllrs Young and Lloyd – Isolation and Loneliness / PPG update

9.3 Cllrs S. Alexander and Goldsmith – Wardens Steering Group

9.4 Cllr Northam and Young – Joint Parishes Cemetery Committee

9.5 Cllrs S. Alexander, Trundle, Bell and Parsons – Climate Change Emergency working party.

9.6 Cllrs S. Alexander and Parsons – South Downs National Park

9.7 Cllr Norcross and S. Alexander – Update on Joint Parishes Youth Committee – to agree any matters arising.

9.8 Cllr Trundle – Greening Group update

10.0 ONGOING ITEMS {2mins}

To receive the following ongoing items – these will be taken to next Full Council meeting

10.1 How to interpret Risk Assessments – Cllr Training exercise from the Clerk

10.2 Signing of previous F&GP minutes – to be brought back to Full Council

10.3 Clerk to discuss any new S106 funding opportunities with HDC

10.4 Council to complete actions as per the agreed implementation plan {Hoey Ainscough Report}

10.5 Virgin Media installation – Cllr Lloyd to gain information for clerks' distribution to members

11.0 CORRESPONDENCE AND INFORMATION ITEMS {2 mins}

11.1 None at time of printing

12.0 CONFIDENTIAL SESSION {2 mins}

To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under items 13 and 14 would be prejudicial to the public interest by reason of the nature of the business to be transacted.

13.0 YOUTH SERVICE EXTENDED CONTRACT {10 mins}

13.1 To discuss and agree an extension of the Youth contract for the next financial year as per recommendation from the JPYC.

14.0 CCTV PROVISION {15 mins}

14.1 To discuss CCTV provision in Steyning and to agree any actions.

15.0 DATE OF NEXT FULL COUNCIL MEETING: 11th APRIL 2023 at 7.30pm

DATE OF THE ANNUAL PARISH MEETING: 21st MARCH 2023 at 7.30pm

**John Fullbrook,
Clerk to the Council**



Locum Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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