



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

Tel 01903 812042

www.steypningpc.gov.uk

Published 22nd February 2023

TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING AT THE STEYNING CENTRE TO BE HELD ON MONDAY 27TH FEBRUARY 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 24th February 2023.
- 4.0 **MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 23rd January 2023 as a true and fair record.
- 5.0 **MATTERS ARISING AND ACTIONS**
 - 5.1 **124.1 – Request from PPG for information screen in foyer - Ongoing .**
 - 5.2 **124.2 – 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 **124.7 – 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.**
 - 5.4 **124.8 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. **Ongoing.**
 - 5.5 **124.9 Bus Shelter** – Deputy Clerk to investigate other parishes use of bus shelter shutters and if they are successful or not. **Actioned.** Only Henfield Parish Council have installed shutters.
 - 5.6 **129.1 - Antisocial Behaviour at the High Street Bus Shelter** - that Premises Committee convene a working party open to all Councillors to discuss issues and associated factors relating to the current High Street problems to possibly include inviting PCSO's, Wardens, County & District Councillors, a representative from the School, a representative for the Youth Services and some resident volunteers, in order to come up with possible solutions, and whose recommendations could be brought back to SPC Full Council – **Actioned**
Update at item10 on the the Agenda.
 - 5.7 **130.1 - Green Building Guidelines** - Deputy Clerk to send the guidelines to HDC and inform Cllrs Lloyd and



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

Email: clerk@steypningpc.gov.uk
Email: hazel.roxby@steypningpc.gov.uk

Platt, HDC District Councillors and report back their response to the next meeting. **Actioned** To be discussed at item 11 on the agenda.

- 5.8 132.2 -Annual Gas Check** - Deputy Clerk to order the work to replace the ignitor for the cooker in Coombe Court Kitchen. **Actioned** – Awaiting a date for repair to be done.
- 5.9 132.4 Fence on Bowls Club Boundary** Deputy Clerk to get a quote to replace the fence, posts and gravel boards and also a quote to replace the fence and gravel boards if the posts are in good order **Actioned. Quote at item 13.4** Deputy Clerk to inform the Bowls Club of the decision and request, due to budget constraints, if the Club would be willing to contribute to the replacement.
- 6.0 PLANNING APPLICATIONS**
- 6.1 DC/23/0054 – New Brambles 46A Goring Road** - Alterations to windows and doors at ground floor level, including replacement of garage door with bay window and conversion of garage to form habitable space.
- 6.2 DC/23/0105 – 28 Portway** – Erection of a single storey side extension.
- 6.3 DC/23/0195 – Bay Cottage Dog Lane** – Fell 1 x Bay and x Leyland Cyprus
- 7.0 LATE PLANS**
- 7.1** None at the time of printing
- 8.0 ENFORCEMENT NOTIFICATIONS**
- 8.1** None at time of printing
- 9.0 PLANNING DECISIONS FROM HDC and SDNP**
- 9.1** As per the attached list.
- 10.0 ANTISOCIAL BEHAVIOUR AT THE HIGH STREET BUS SHELTER** – update from meeting held on 22nd February
- 11.0 GREEN BUILDING GUIDELINES** – To discuss the response from Horsham District Council and how the guidelines/ guidance could be incorporated if required.
- 12.0 DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 12.1** Bookings – update
- 12.2** Film nights – Update
- 12.3** Update on plumbing issues – update
- 13.0 FINANCE**
- 13.1 Income and Expenditure for January 2023** – To discuss and agree the income and expenditure reports as a correct record of the finances for January.
- 13.2 Replacement Taps for the Steyning Centre** - To discuss and agree a quote to replace all leaking taps in the Steyning centre and outside toilets.
- 13.3 Automatic door service** - to receive a report on the door service and discuss any further action required.
- 13.4 Fence on Bowling Club Boundary** – To discuss and agree quote to replace the fence and gravel boards.
- 14.0 CORRESPONDENCE/INFORMATION.**
- Consultation on revising the National Policy Planning Policy Framework (NPPF)** – Consultation is open on the NPPF until 11.45pm 2nd March 2023
- 15.0 DATE OF NEXT MEETING** - Monday 27th March 2023 at 7.30pm

John Fullbrook
Clerk to the Council