
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 6th DECEMBER 2022 AT 7.30PM AT THE STEYPNING CENTRE

Present: Cllrs Norcross (Chair), I Alexander, S Alexander, Sullivan, Hanson, Campbell, and Goldsmith.

Clerk: John Fullbrook

Members of the public: 5

Meeting Commenced : 7.30pm

DRAFT MINUTES

C/22/39 APOLOGIES FOR ABSENCE

39.1 Apologies received from Cllrs Lloyd and Young

ACTIONS

C/22/40 DECLARATIONS OF INTEREST AND DISPENSATIONS

40.1 None

C/22/41 QUESTIONS FROM THE FLOOR

41.1 There were no questions raised, however some members of the public had asked permission to speak to agenda item 6.1 before the meeting, and the Chair welcomed the request and agreed that they could join the discussions at the appropriate time when asked to do so.

C/22/42 MINUTES OF PREVIOUS MEETINGS

42.1 To agree November 8th Draft Community Minutes. Cllr Norcross **proposed, seconded** by Cllr S. Alexander to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 8th November 2022. **Agreed**

C/22/43 MATTERS ARISING AND ACTIONS

These items were to be taken as read.

43.1 DMMO correspondence distributed following Cllr request - **Actioned**

43.2 Children's Play Area Maintenance to be on next agenda - **Actioned /See item 44.3**

43.3 Clerk to communicate agreement for WI Tree planting proposal - **Actioned**

43.4 Memorial Picnic Bench installation on the MPF, Clerk to speak with proposers- **Actioned/item 44.1**

43.5 Clerk to bring back Memorial Picnic Bench options for type and site to be brought back - **Actioned/item 44.1**

43.6 Clerk to confirm arrangements for 'Steypning for Trees' Award Event, organise and M.C. - **Actioned/item 44.6**

43.7 Clerk to confirm tree surgery works with contractor – **Actioned**

43.8 Clerk to check Bowls Lease and bring back previous request for works – **Actioned/item 44.2**

- 43.9** Clerk to bring back Children’s Play development priorities for 23/24 budget discussions – **See item 45.2**
- 43.10** Cllr I Alexander to explore funding options for play area developments–**See item 45.2**. Also, later on, Cllr I Alexander explained he had discussed the matter with the directors of the partnership and had replied to the clerk to state that if the clerk could find an appropriate funding opportunity, then the partnership would be glad to assist with the application.
- 43.11** Budget amendments to be completed and revised Community Budget for 2023/24 brought back **Actioned/item 45.2**
- 43.12** Items not discussed at November meeting to be brought back – **Actioned**

C/22/44 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

- 44.1.1** **To consider a new memorial picnic bench installation proposal as per supporting papers.** The committee debated the three proposed locations for some time as well as other locations. The benches use as a possible new location for antisocial behaviour and also its proximity to playing areas and or proximity to gardens were the most influential factors being considered. Members of the public were also given opportunity to contribute their thoughts at this point. Cllr Norcross **proposed, seconded** by Cllr I Alexander that location one be agreed for the installation of a memorial picnic bench. **Agreed 4 For, 3 Against** **CLERK**
- 44.1.2** The members considered five options for the type of bench as presented by the Clerk. Cllr Norcross **proposed, seconded** by Cllr I Alexander that {picnic bench} option two be installed {at location 1}. **Agreed 4 For, 3 Abstained** **CLERK**
- 44.2** **Hedgerow works adjacent the Bowls club.** There were no objections recorded for the works to be undertaken as per the Bowls Club request, and to be completed by them. **D Clerk**
- 44.3** **Children’s Play Area and Adult Exercise Maintenance Schedule.** The Clerk updated on all areas and especially in relation to the fact that the play areas had received their annual safety check inspection from Wicksteed’s on the 19th October. There were no undertakings required above a ‘moderate’ risk status, which was good news. The Clerk’s office had completed a remedial works schedule to accompany the report and had distributed both these documents to members. The office had already engaged the maintenance team to carry out actions required and provide quotes where necessary. **CLERK**
- 44.4** The Clerk updated on **SPC Tree, and Hedgerow works undertaken in last three months**, and following agreement from this committee to complete said works. In total, so far, seven dead or diseased trees had been felled at five different locations with further extensive hedgerow and other tree safety work being currently undertaken. **CLERK**
- 44.5** **Mouse Lane Flooding issues.** This issue was raised by a local resident and the clerk had suggested a working party be convened on site to further understand what the problem was and then whether a joint grant funding application be progressed. Cllr Norcross **proposed, seconded** by Cllr S Alexander that SPC set up a working party with two SPC members – from this committee, plus invite the County Councillor, the landowner and up to two concerned residents. **Agreed 4 For, 3 Abstained. Cllrs Hanson and S Alexander put their names forward and clerk to contact other parties and arrange meeting** **CLERK**
- 44.6** Feedback to the committee following the joint reception for ‘Steining for Trees’ Award. The event went very well, and was well appreciated by all parties including the Lord Lieutenant herself, and very much so by the Steining for Trees group.

C/22/45 FINANCE AND GOVERNANCE

45.1 To accept the I & E Reports. Cllr Norcross **proposed, seconded** by Cllr S. Alexander that the Community Income and Expenditure reports for November '22 be accepted as a true and fair record. **Agreed**

45.2.1 To discuss the draft Community budget for 2023/24 & Project priority listings. The committee considered the figures produced by the Clerk via supporting papers once again, and the clerk answered any questions that arose. Cllr Norcross **proposed, seconded** by Cllr Hanson that the committee agree the Community budget as per supporting papers. **Agreed** **CLERK**

45.2.2 Project priority listings. Committee discussed the list as per supporting papers. The Clerk suggested all present be mindful of the overall picture, with the MPF Play Area being currently the top priority, but that F&GP would need to make a decision based upon whether SPC were going to be using some of its general reserves to finance some of the projects listed seeing as it was unlikely that a projects budget was going to be part of the precept request for 2023/24. It was also noted that an application had been compiled by the Clerk and had gone into the Wilson Memorial Trust for part funding for the proposed MPF play area redevelopment. **CLERK**

C/22/46 PROGRESS REPORT – All the following items were described as ongoing

46.1 Library Car Park possible use for the community **Cllr Hanson**

46.2 Steyning 20mph Highway's scheme working party date to be determined **CLERK**

46.3 Clerk to view and agree Cricket Astro turf Contractor RAMS when available **CLERK**

46.4 Clerk to purchase and have installed two finger posts as per agreed. **CLERK**

46.5 Cllr Lloyd to work on a proposal to cover future signage requirements for the town **Cllr Lloyd**

46.6 Lost Woods project – Representatives from various groups to be assembled to kick start project **CLERK**

46.7 Clerk to discuss a proposal to add a hedge line on west side of MPF with Roger and bring back to Committee **CLERK**

46.8 Clerk to engage contractor to complete tree works at the Steyning Centre in liaison & support from neighbour **CLERK**

46.9 Clerk to complete new SPC Memorial Tree policy based upon agreed working party recommendations **CLERK**

46.10 Bring back proposal for Recycling bin installation in April 2023 **CLERK**

C/22/47 INFORMATION / CORRESPONDENCE ITEMS

47.1 Southern Water Management Plan Consultation and Webinar – dated 14th Nov.

47.2 SPC received notice that Newman's Gardens Car Park is being considered for redevelopment **CLERK**

C/22/48 DATE OF NEXT MEETING – 7th February 2023 at 7.30 pm.
Meeting ended at 8.52 pm

Signed: Date: 7th February 2023
Chair

A recording of this meeting can be found using this link: <https://youtu.be/hVeokvgq7Cc>