



The Steyning Centre
Fletchers Croft
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**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 MARCH 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 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. Any equipment used in the Steyning 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..
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 27th February 2023 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 124.2 – 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**
 - 5.2 124.8 Sound and Vision improvements for the Steyning 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.**
 - 5.3 124.9 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.
 - 5.4 132.2 -Annual Gas Check** - Deputy Clerk to order the work to replace the ignitor for the cooker in Coombe Court Kitchen. **Actioned** – Engineer has informed that parts are not available for the faulty oven, Deputy Clerk has requested a quote for a replacement. .
 - 5.5 144.1 - Antisocial Behaviour at the High Street Bus Shelter** – HDC to carry out environmental Visual Audit. **Police to give more resources.** Residents to report every time there is an issue. Parish Council to write to Police requesting more resources. CCTV for High Street and MPF request to go to full Council Meeting in April.
 - 5.6 145.1 - Green Building Guidelines** – Cllrs agreed to accept the guidelines including the comments from HDC to be used for the planning and Premises Committee's considerations.
 - 5.7 146.1 – Grant for Love to move** – the grant for from British Gymnastics Foundation has been agreed for £2000.00 has been agreed. **Actioned.** Money to be transferred once it is received.



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- 5.8 **147.2 Replacement Taps for the Steyning Centre** – The work has been ordered
- 5.9 **147.3 – Automatic door service** – to ensure that the replacement figure of £4221.00 is budgeted for in the 2024/25 budget.
- 5.10 **147.4 Fence on Bowls Club Boundary** - item was deferred so that Councillors could look at the area and bring back to the next meeting their suggestions. Agenda Item
- 6.0 **PLANNING APPLICATIONS**
- 6.1 **DC/23/0262 5 The Old Court House Bank Passage** – Installation of Black enamel flue.
- 6.2 **DC/23/0281 45 Kings Barn Lane** – Demolition of existing conservatory and erection of single storey rear extension
- 6.3 **DC/23/0279 St Johns Jarvis Lane** - Demolition of existing lean to, extension to front and making good of existing entrance
- 6.4 **DC/23/0379 35 Church Street** - Fell 1 x Bay Laurel and Surgery to 1 x Pine tree.
- 6.5 **DC/23/0416 26 Sir Georges Place** – Surgery to 1 x Willow Tree
- 6.6 **DC/23/0330 14 Penlands Way** Removal of existing extension and replace with new extension
- 6.7 **DC/23/0437 17 High Street** Surgery to 6 x trees
- 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 **DEPUTY CLERKS REPORT FOR STEYNING CENTRE**
- 10.1 **Bookings** – update
- 10.2 **Film nights** – Update
- 10.3 **Drinks machine and FITS** - Update
- 11.0 **STEYNING CENTRE HALL HIRE PRICES FOR 2024-25** - to discuss and agree prices for the hall hire for 2024-25 bookings.
- 12.0 **RECOMMENDATIONS FROM COMMUNITIES COMMITTEE** - To discuss and prioritise the items raised at the Beautification working party held in October last year.
- 13.0 **FINANCE**
- 13.1 **Income and Expenditure for February 2023** – To discuss and agree the income and expenditure reports as a correct record of the finances for February
- 13.2 **Fence on Bowling Club Boundary** – to discuss and agree or otherwise quote to replace the fence and gravel boards.
- 14.0 **CORRESPONDENCE/INFORMATION.**
- 15.0 **DATE OF NEXT MEETING** - Monday 24th April 2023 at 7.30pm

John Fullbrook
Clerk to the Council

