
MINUTES OF THE PLANNING & PREMISES COMMITTEE MEETING HELD ON MONDAY 23RD JANUARY 2023 AT 7.30PM AT THE STEYNING CENTRE.

Present: Cllrs Young, Hanson, Simon Alexander and Northam

Members of the public: None

Clerk – Hazel Roxby

DRAFT MINUTES

P22/120 APOLOGIES

120.1 Apologies were received from Cllrs Trundle, Parsons and Ian Alexander.
Cllr Rudkin was absent.

P22/121 DECLARATIONS OF INTEREST

121.1 There were declarations of personal interest from Cllr Young on item 125.1 and 125.3 as she knows the applicants.

P22/122 QUESTIONS FROM THE FLOOR -

122.1 None

P22/123 MINUTES – to agree minutes of the last meeting on Monday 19th December 2022

123.1 Cllr Simon Alexander **proposed, seconded** by Cllr Hanson to accept the minutes of 19th December 2022 as a true and fair record of the meeting. **Agreed**

P22/124 MATTERS ARISING AND ACTIONS

124.1 **111.1 – Request from PPG for information screen in foyer - Ongoing .**

124.2 **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**

124.3 **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 132.4

124.4 **111.4 – Repairs to mains fuse board outside High Street toilets. - Actioned**

124.5 **111.5 – Support for Residents – A place to be warm during winter -** Sakala opening dates have been published on the website and noticeboards. **Actioned**

124.6 **111.6-Steypning Local Heritage list** – recommended to full council for approval and adoption of the Steypning Local Heritage List. **Actioned.**

124.7 **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.

- 124.8 117.2 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.**
- 124.9 117.3 Bus Shelter** – Deputy Clerk to investigate other parishes use of bus shelter shutters and if they are successful or not. **Ongoing.**

P22/125 PLANNING APPLICATIONS

Cllr Young declared a personal interest in 125.1 and 125.3 and took no part in the discussion or vote.

- 125.1 DC/22/2262- 16 Penfold Way** – Erection of a two-storey front extension and a single storey rear extension.
Cllr Simon Alexander **proposed, seconded** by Cllr Hanson **No Objection. Agreed** 3 for and 1 abstention.
- 125.2 DC/22/2222 - 12 Chandlers Way** - Erection of a single front extension and associated works
Cllr Young **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**
- 125.3 DC/23/0019 - Mill End Sir Georges Place** – Surgery to 4 x Conifers trees
Cllr Simon Alexander **proposed, seconded** by Cllr Northam **No Objection. Agreed** 3 for a 1 abstention.
- 125.4 DC/22/0834 – 7 Laines Road** - amended plan – replacement garage and studio
Cllr Young **proposed, seconded** by Cllr Hanson that the previous comment of **OBJECTION** to this application still stands.

P22/126 LATE PLANS

- 126.1 DC/23/0048 Northover Horsham Road Steyning** – Removal of existing barn and erection of a replacement agricultural plant and machinery including the provision of a solar panel array with associated landscaping.
Cllr Simon Alexander **proposed, seconded** by Cllr Northam **No Objection. Agreed.**
- 126.2 DC/23/0101 Old Timbers, 84 High Street** Fell 1 x Birch and Surgery to 1 x Magnolia Tree
Cllr Northam **proposed, seconded** by Cllr Young **No Objection. Agreed.**
- 126.3 DC/23/0109 St Johns Jarvis Lane** - Fell 1x x Holly Tree (Works in a conservation Area)
Cllr Hanson **proposed, seconded** by Cllr Simon Alexander **No Objection. Agreed.**

P22/127 ENFORCEMENT NOTIFICATIONS

- 127.1 None**

**P22/128 PLANNING DECISIONS FROM HDC and SDNP
APPLICATIONS PERMITTED
Permitted**

- 128.1 DC/22/0986 - 9 Kings Barn Lane** - Erection of a first-floor rear extension, installation of 4no rooflights, installation of cladding to front and rear, installation of solar panels to rear and alterations to windows and doors.
- 128.2 DC/22/2049 - 28 Abbey Road** - Erection of a first-floor side extension.
- 128.3 DC/22/1697 - Hadleigh Newham Lane** - Extension to dropped kerb and widening of existing highway crossover.
- 128.4 DC/22/1910 - 28 Portway** - Erection of a single storey side extension.

P22/129 ANTISOCIAL BEHAVIOUR AT THE HIGH STREET BUS SHELTER – To discuss and agree that

- 129.1** premises convene an all member working party to discuss issues and associated factors relating to the current High Street problems.
Cllr Young **proposed** that Premises Committee 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

Cllr Northam **proposed** an amendment to the proposal, **seconded** by Cllr Simon Alexander 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.

Agreed

P22/130 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.

130.1 Cllrs discussed the guidelines suggested for use by the Climate Change group. Cllrs felt that Horsham District Council need to be informed of the guidelines to ensure that there are no conflicts with their guidelines for planning applications. Deputy Clerk to send the guidelines to HDC and inform Cllrs Lloyd and Platt, HDC District Councillors and report back their response to the next meeting.

P22/131 DEPUTY CLERKS REPORT FOR STEYNING CENTRE

131.1 Bookings - The bookings for January are a little quiet at the weekends. The new comedy night is starting this month and from feedback so far has sold 120 tickets. If it goes well, it will become a regular monthly booking. The expected income for January is £3,844.23

131.2 Film nights - There were 72 tickets sold for the film night in January. The profit made from the film and drinks sold, after deductions, was £51.75. The film for February is 'Where the Crawdads Sing'.

P22/132 FINANCE -

132.1 Income and Expenditure for December 2022 - To discuss and agree the income and expenditure reports as a correct record of the finances for December. It was noted that budget item 4252 - electricity was over budget, however this had been expected due the utility companies huge rises. It was noted that increasing hall rental may need to be considered if costs continue to rise hugely.

Cllr Young **proposed, seconded** by Cllr Simon Alexander to accept the income and expenditure reports as a correct record of the finances. **Agreed.**

132.2 Annual Gas Check - To discuss fault found on gas cooker and agree remedial work to replace the ignition. The annual gas check was carried out on 4th January the only fault found is ignition on the range cooker in Coombe Court has failed the cost to replace it is £256.50 plus VAT.

Cllr Young **proposed, seconded** by Cllr Northam to accept the quote to replace the ignition and order the work. **Agreed.**

132.3 Boiler issues - update on the recent breakdown and repair of the boiler at the Steyning Centre. The boiler broke down on 9th January and was not able to be fixed by the usual plumber. the manufacturers of the boiler came out on a 1 off call out charge and repairs of £425.00. There was a water pressure leak inside the boiler and a failed LED display panel. The boiler is now working again. There is still an issue with one pump not working and a quote for a replacement is awaited.

132.4 Bowling Club Fence - to discuss work to remove the fence as requested by the bowls club .
The bowls club have requested that the fence be removed but to have a gravel board or high kerb on the ground to prevent cars parking too close to the hedge. The quote received is for £650.00 without the extra gravel which would add £280 to the invoice.
Cllrs discussed possible security and dog fouling issues if the fence was removed. Deputy Clerk was asked 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. 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.

P22/133 CORRESPONDENCE/INFORMATION.
None for this meeting.

P22/134 DATE OF NEXT MEETING - Monday 27th February 2023 at 7.30pm

The Chairman closed the meeting at 20.24pm

Signed Chairman

Link to the meeting https://youtu.be/Lgg-wr_W2xE