

MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 16th JANUARY 2023 AT 7.30PM

Councillors Present : Cllrs Norcross (Chairman), Young, Bell, Hanson, S. Alexander, & Trundle.

Clerks in attendance : John Fullbrook

Members of the Public : 10

Meeting commenced 7.30 pm

MINUTES

ACTION

FULL/22/77 APOLOGIES FOR ABSENCE

- 77.1** Apologies were received from Cllrs Northam, Lloyd, Parsons, I. Alexander, and Campbell, plus apologies received from County Councillor Paul Linehan.
{Cllr Sullivan had left a late message of apologies on the answer machine}
Cllrs Goldsmith and Rudkin were absent.

FULL/22/78 DECLARATIONS OF INTEREST

- 78.1** None.

FULL/22/79 QUESTIONS FROM THE FLOOR (*in summary*)

- 79.1.1** **Q** – A local resident identified herself as a business owner on the High Street and spoke in support of the need for urgent action to be taken to deal with antisocial behaviour (ASB) on the High Street and especially in the Bus Shelter. She was clearly representing others, while other residents also added comments, as follows (*in summary*): There is an ASB problem that has been getting worse over the last two years on the High Street. We've reported it to the Parish Council, Police, County Councillor, PCSO's and the Wardens and nothing has been done and its not even on the agenda this evening, nor is my correspondence. There is regular loud music, alcohol abuse, drug taking, drug dealing, with up to 20 youths involved, and more recently an incident of actual bodily harm to an older resident. Ideas to avoid the issue which have been put forward to the Council, such as Shutters installation, but have been dismissed. Perhaps there should be brighter lighting and more CCTV coverage. And why are HDC not following up on the fact that a case officer ought to be appointed when there are three instances of ASB?

- 79.1.2** **A** – The SPC Chair spoke in reply saying first that she and the council were sympathetic to those affected by this serious issue, and that the matter was to be discussed at this meeting as it was on the agenda, also that various solutions had been discussed by the council, but that clearly ASB needs to be treated on a broader basis with wholistic solutions worked upon by all relevant parties and agencies if possible. With this in mind she would suggest that Premises Committee, who are to meet next week, could consider a working party to consist of the principal parties involved (*in trying to come up with a solution*) plus that hopefully resident representatives could take part in this. Other Councillors expressed support and said that provided the Parish Council could do something then this may prompt further action from other organisations like the police. The Chair reiterated that the Parish Council did not control HDC, nor the Police and nor did the Wardens have power to arrest. However, in the meantime she again emphasised how important it was for residents to keep reporting these problems to the police as it raises the profile of the issue, and this in itself should prompt action.

- 79.1.3** **Q** – The residents followed this last point saying what was the point as their appeals and reports were ignored by the police

CLERK

- 79.2.1** *Q – A resident raised a question he wanted an answer to at this meeting or the next please – In this Parish Council election year what steps is the council planning to help ensure that Steyning has a new council made up of independent councillors who are fit for public office, and devoid of people who use threatening behaviour or bullying to anyone who dares challenge their behaviour or views and devoid of pressure/protest groups and people pursuing their own personal agendas? How do we get a Parish Council that is fit for office?*
- 79.2.2** *A – The Chair replied – ‘by encouraging people to stand for being a Parish Councillor’. As a council, there is no power to vet who is to stand – The Clerk added that at the last F&GP meeting there was support for the Council to provide publicity literature to go out to all Steyning households which would promote both what the council does for residents but also how residents could put their name forward to stand and why it was so important to do so.*
- 79.2.3** *Q – I understand it’s not something you can easily do and it’s a national problem, but there is no provision for providing any information about any of the candidates – perhaps the council could facilitate councillors to do that.*
- 79.2.4** *A – The Council cannot promote the candidacy of potential councillors. The Clerk added that there was information available on the SPC web site should residents want to see for example which Councillors took up leadership roles, their attendance figures etc as these were presented by way of the council being ‘transparent’*

FULL/22/80 MINUTES OF PREVIOUS MEETINGS

- 80.1** Cllr Norcross **proposed, seconded** by Cllr S Alexander that the minutes for the meeting dated the 21st November ‘22 be accepted as true and fair record. **Agreed 5 For, 1 Abstained**

FULL/22/81 MATTERS ARISING – These items were taken as read

- 81.1** 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 82.2** Cllr Linehan
- 81.2** Clerk to inform HDC regards Council’s Hoey Ainscough report agreements – **Actioned**
- 81.3** Wardens Steering Committee to discuss reconvening L.A.T. – **Actioned/ See item 83.3**
- 81.4** Chair & Clerk delegated to write to Cricket Club regarding conduct of some or their members - **Actioned**
- 81.5** Boundary commission consultation to be discussed at Premises Committee – **Actioned**
- 81.6** Annual Community Award winners to receive awards at Chairman’s function – **Actioned**
- 81.7** Clerk’s office to observe agreement recommended by the Personnel committee regarding future meetings with a Councillor - **Actioned**

FULL/22/82 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS {Cllr Lloyd not in attendance}

- 82.1** **Cllr Platt (HDC update) – ASB Action** – Cllr Platt would discuss immediately what action was currently being taken by HDC regarding the issues just raised at this meeting.
- The HDC Local Plan** – The water neutrality problem continues to halt work on the main plan, however individual planning applications are now able to be processed if applicants were actively offsetting their use of water. – conditioned on ‘Natural England’s’ permissions. The latest edition of the plan shows a big reduction of housing numbers but with after 5 years the number increasing once more dependent on Southern Water’s finding of alternative supplies. The Local plan is likely to be discussed next after the May elections.
- The Leader of the Council has stepped down** – Jonathon Chowen is no longer Council Leader. Councillor Tony Hogben, as deputy leader, will act as leader until Council is able to appoint a new Leader at its next meeting
- Carbon emissions at the Council** – There is continued work regarding sustainable transport provisions. 60% of its 2030 target of zero emissions has already been achieved. Achieved in

the main by - Dustcarts run on Hydrogenated vegetable oil, Warden's vehicles being hybrids, sweepers have been replaced by electric vehicles. The rest of the energy efficiency drive will have to come from the use and updating of its buildings.

82.2 Cllr Linehan (WSCC Update) – Not in attendance {point 81.1 will be deferred to next meeting}

FULL/22/83 NEIGHBOURHOOD WARDEN'S REPORTS

83.1 The Council received the report for November and December. The Wardens were not in attendance and no questions were raised.

FULL/22/84 GOVERNANCE MATTERS

84.1 To approve the recommendation from the Finance and General Purposes Committee and agree the Steyning Parish Council 2023/2024 Budget and associated Precept request to HDC for 2023/2024, plus the Band D tax figure. Members briefly summarised the discussions that took place at F&GP and other committees which had led to the recommendation for a 2% increase in SPC Precept. Cllr Norcross **proposed, seconded** by Cllr S Alexander that SPC accepts the consolidated budget for 2023/24 as laid out within supporting paper 8.1, which includes a precept figure of £338,997 {an increase of 2%}, and a new Band D Tax figure of £131.20. **Agreed**

CLERK

84.2 To agree to adopt the Steyning Local Heritage List. Cllr Norcross **proposed, seconded** by Cllr Trundle that SPC agree as per recommendation from planning and premises committee to approve and adopt the Steyning Local Heritage List as per the supporting papers. **Agreed**

CLERK

84.3 To agree to a letter of support to be sent to our representative MP in regard to the subject of a parliamentary Early Day Motion – 'Intimidation at community, parish and town councils (EDM 611)' - to promote civility in public life for councillors and staff working for principal councils. Cllr Norcross **proposed, seconded** by Cllr S Alexander that SPC agree to a letter of support to be sent to our representative MP as per supporting papers. **Agreed**

CLERK

84.4 To discuss any progress made regarding the H.A. Implementation Plan. All members present added to the discussion with the general consensus being that there had been little progress in the last two months with some councillors continuing to not treat others with civility & respect, nor respect for staff, nor respect for council processes. Unfortunately, a number of councillors were not in attendance to fully discuss these matters. The clerk stated that unfortunately he would have to get involved in more interventions as per regulation 2 of the plan which would likely precipitate more inappropriate response emails and would again take him from normal council business. The Clerk also stated that the upcoming working practices meeting on the 13th February would be discussing suggested SPC policy amendments as per plan recommendations.

CLERK

84.5 To discuss the theme of this year's SPC March Annual Parish Meeting. One idea as per supporting papers was to perhaps invite a speaker who would be able to talk about measures that a Parish Council could employ to combat in a positive sense, if at all possible, antisocial behaviour in a community and in particular with regards to the appropriate use of CCTV. This was greeted with enthusiasm as was another idea which was to talk about 'a day in the life of a parish Councillor'. Certainly, a dual theme was thought to be a good idea.

CLERK

FULL/22/85 REPORTS FROM OUTSIDE BODIES

85.1 (HALC/ WSALC/NALC) update. Cllr Trundle reported no meetings.

85.2 Isolation and loneliness / PPG update. Cllr Young reported the health centre are still struggling with staff sickness and therefore appointments are difficult to arrange successfully at present. The next PPG meeting is due on the 30th January.

- 85.3 Cllrs S. Alexander and Goldsmith – Wardens Steering Group.** Cllr S Alexander reported as per supporting papers from the recent meeting on the 14th December. Notably discussions centered around ways to raise the profile of the Wardens, to work collaboratively with the police and PCSO's to combat antisocial behaviour and to agree that at present there was no need for the reconvening of the Local Action Team.
- 85.4 Cllr Northam and Young – Joint Parishes Cemetery Committee.** No meeting to report
- 85.5 Cllrs S. Alexander, Trundle, Bell, and Parsons – Climate Change Emergency working party.** There is a rearranged meeting planned for the 17th January 2023.
- 85.6 Cllrs S. Alexander and Parsons – South Downs National Park.** No meeting to report
- 85.7 Cllrs Norcross and S Alexander - update on Joint Parishes Youth Committee.** There was a meeting held on the 9th January. Cllr S Alexander reported there were discussions about the new Youth Servicers Contract with the group recommending that the current contract should be extended for an extra year (to March 2024). It was agreed however that there needed to be some work done to update the current contract specification before it could be agreed at a Youth Committee EOM and then brought back to SPC and other Parishes for agreement.
- 85.8 Cllr Trundle – Greening Group update –** Nothing to report.

FULL/22/86 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

- 86.1** Cllr Norcross **proposed, seconded** by Cllr S Alexander to receive the Minutes and Draft Minutes from the Community Committee meetings held on the 4th of Oct '22, 8th Nov '22 and 6th Dec '22. **Agreed**
- 86.2** Cllr Norcross **proposed, seconded** by Cllr S Alexander to receive the Minutes and Draft Minutes of the Finance and General Purposes Committee meetings held on the 12th of July '22, 3rd Oct '22, 15th Nov '22 and 13th Dec '22. **Agreed**
- 86.3** Cllr Norcross **proposed, seconded** by Cllr Hanson to receive the Minutes and Draft Minutes of the Planning and Premises Committee meetings held on the 25th July '22, 30th August '22, 26th Sept '22, 24th Oct '22, 28th Nov '22 and 19th Dec '22. **Agreed**
- 86.4** Cllr Norcross **proposed, seconded** by Cllr S Alexander to receive the Draft Minutes of the 16th of Nov '22 Personnel Committee meeting. **Agreed**

FULL/22/87 PROGRESS REPORT

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| 87.1 | How to interpret Risk Assessments – Cllr Training exercise from the Clerk – Ongoing | CLERK |
| 87.2 | Standing Orders, SPC Finance regulations and SPC Code of Conduct be referred to the Working Practices Group which is charged with considering the amendments and points raised by Cllr Campbell and by HDC – Ongoing – To be discussed at the working practices meeting on the 13th February | CLERK |
| 87.3 | Signing of previous F&GP minutes – to be brought back to Full Council – Ongoing | CLERK |
| 87.4 | Clerk to discuss any new S106 funding opportunities with HDC – Ongoing | CLERK |
| 87.5 | Council to complete actions as per the agreed implementation plan {Hoey Ainscough Report} – Ongoing | CLERK |
| 87.6 | Working practices to consider strengthening the email policy with regards to threatening and vexatious emails – Ongoing – To be discussed at the working practices meeting | CLERK |

87.7 Virgin Media installation – Cllr Lloyd to gain information for clerks’ distribution to members - **CLERK / Cllr Lloyd**
Ongoing

FULL/22/88 CORRESPONDENCE AND INFORMATION ITEMS

88.1 The Clerk had presented via supporting papers the latest consultation opportunity for responses in consideration of the Rock Common Quarry continued winning and processing of sand and importing of inert classified engineering and restoration material. The clerk stated the period for responses had been extended to the 20th of January and urged response. **Cllrs**

88.2 The Clerk asked for Councillors to consider what they wanted to do, if anything, for the Kings coronation and Bank holiday weekend – 6th to 8th May. **Cllrs**

FULL/22/89 DATE OF NEXT FULL COUNCIL MEETING: 20th February 2023 at 7.30pm

Meeting closed at 8.53 pm

Signed Date 20th February 2023
Chairman

video recording of this meeting is available at - <https://youtu.be/Ejcfa7djQHI>