

Date published 12th April 2023

**TO ALL MEMBERS OF STEYPING PARISH COUNCIL - YOU ARE HEREBY SUMMONED TO THE
PARISH COUNCIL MEETING TO BE HELD ON MONDAY 17th APRIL 2023 AT 7.30 PM
AT THE STEYPING CENTRE**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS 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 Steyping Parish Council. Members of the public are also advised that by attending a meeting of Steyping Parish Council they give their consent to being filmed/ recorded by other members of the public if such activity is taking place.

AGENDA

{Timing references in brackets for each item are noted as a guide – As such therefore this meeting will likely take approx. 2 Hours 30 mins}

- 1.0 APOLOGIES FOR ABSENCE {2 minutes}** - To receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST {2 mins}** - Disclosure by Councillors of their personal interests in regards matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 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. Please note that under Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded in the minutes.
- 4.0 MINUTES OF PREVIOUS MEETINGS {8 mins}**
 - 4.1** To agree the minutes of the Full Council Meeting held on the 20th of February 2023 as a true and fair record.
- 5.0 MATTERS ARISING {2 mins}** - These items should be taken as read and do not need discussion unless specified
 - 5.1 FULL/22/52.3** 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 6.3**
 - 5.2 FULL/22/99.1** How to interpret Risk Assessments – Cllr Training exercise from the Clerk - **Actioned**
 - 5.3 FULL/22/99.2** Signing of previous F&GP minutes – to be brought back to Full Council - **Actioned**
 - 5.4 FULL/22/99.5** Virgin Media installation – Cllr Lloyd to gain information for clerks' distribution to members - **Actioned**
 - 5.5 FULL/22/96.1** Wardens to explain some Report details, whether numbers related to hours or events – **See item 7.1**
 - 5.6 FULL/22/97.1** SPC Meeting Schedule amended and published - **Actioned**
 - 5.7 FULL/22/97.1** Extra F&GP Meeting scheduled {On the 26th April} – **Actioned**
 - 5.8 FULL/22/97.2** SPC Councillor - Officer Protocol published - **Actioned**
 - 5.9 FULL/22/97.2** Amended SPC Email Policy published - **Actioned**
 - 5.10 FULL/22/97.2** Amended SPC Code of Conduct published - **Actioned**
 - 5.11 FULL/22/97.3** Implications of Purdah in regard to publicity to be considered – **Actioned**
 - 5.12 FULL/22/97.4** First reimagined SPC Newsletter published in 'Your Steyping' – **Actioned**
 - 5.13 FULL/22/97.6** Antisocial behaviour in Steyping theme for Annual Parish Meeting – **Actioned / See item 8.2**
 - 5.14 FULL/22/97.7** Clerk to publicise HDC's offer of financial support, and help kick start a community event – **Actioned**
 - 5.15 FULL/22/97.8** SPC's support for 'White Bridge Link' communicated to joint parishes – **Actioned / see item 8.5**
 - 5.16 FULL/22/98.2** Cllr Young to establish ownership of Health Centre Car Park – possible parking initiative – **See item 9.2**
 - 5.17 FULL/22/98.5** Green Building Guidelines to be discussed further at Planning Committee – **Actioned**
 - 5.18 FULL/22/102.1** Youth Contract one year extension is signed and published - **Actioned**
 - 5.19 FULL/22/103.1** ASB working Party report and CCTV installation to be brought back to Council – **Actioned/ Item 8.1 & 8.3**

6.0 REPORT FROM DISTRICT AND COUNTY COUNCILLORS {15 mins}

- 6.1 Cllr Bob Platt – (HDC) update
- 6.2 Cllr Tim Lloyd – (HDC) update
- 6.3 Cllr Paul Linehan – WSCC update

7.0 NEIGHBOURHOOD WARDENS REPORT {10 mins} (See supporting papers).

- 7.1 To receive the Neighbourhood Wardens reports for February and March 2023

8.0 GOVERNANCE AND COMMUNITY MATTERS {50 mins}, (See supporting papers)

- 8.1 To discuss matters arising from the notes from the ASB working party and agree any actions
- 8.2 To discuss and agree any actions following the Annual Parish Meeting.
- 8.3 To discuss and agree where CCTV camera installation to be positioned { Draft Plan in supporting papers}
- 8.4 To discuss any progress made regarding the H.A. Implementation Plan
- 8.5 Update regarding 'White Bridge Link' from Cllr I Alexander
- 8.6 Report from the Clerk on External Auditors progress with signing off 2021/22 Accounts

9.0 REPORTS FROM OUTSIDE BODIES {15mins} , (See supporting papers)

- 9.1 Cllr Goldsmith and Trundle – (HALC/ WSALC/NALC) update
- 9.2 Cllrs Young and Lloyd – Isolation and Loneliness / PPG update
- 9.3 Cllrs S. Alexander and Goldsmith – Wardens Steering Group
- 9.4 Cllr Northam and Young – Joint Parishes Cemetery Committee
- 9.5 Cllrs S. Alexander, Trundle, Bell and Parsons – Climate Change Emergency working party.
- 9.6 Cllrs S. Alexander and Parsons – South Downs National Park
- 9.7 Cllr Norcross and S. Alexander – Update on Joint Parishes Youth Committee – to agree any matters arising.
- 9.8 Cllr Trundle – Greening Group update

10.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS {2mins} (Supporting papers)

- 10.1 **Community Committee** – To receive the Minutes and Draft Minutes from the meetings held on the 7th Feb '23, 7th March '23 and 4th April '23.
- 10.2 **Finance and General Purposes Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 10th Jan '23, 13th Feb '23 and 14th March '23.
- 10.3 **Planning and Premises Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 23rd Jan '23, 27th Feb '23 and 27th March '23
- 10.4 **Personnel Committee** - To receive the Draft Minutes of the 22nd of Feb '23 meeting.

11.0 ONGOING ITEMS {2mins}

To receive the following ongoing items – these will be taken to next Full Council meeting

- 11.1 Clerk to discuss any new S106 funding opportunities with HDC
- 11.2 Council to complete actions as per the agreed implementation plan {Hoey Ainscough Report}
- 11.3 Grant Awarding Policy amendments taken back to Working Practices

12.0 CORRESPONDENCE AND INFORMATION ITEMS {2 mins}

- 12.1 None at time of printing

13.0 CHAIRMAN'S CLOSING STATEMENT {2 mins}

14.0 DATE OF NEXT ANNUAL PARISH COUNCIL MEETING: 15th MAY 2023 at 7.30pm

John Fullbrook,
Clerk to the Council



Locum Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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