

Published 28th June 2023

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

Cllrs I Alexander (Chair), Norcross, Johnson, Young, S Alexander, Sharp, Hanson, Lloyd & Linfield.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 4th JULY 2023 AT 7.30 PM IN THE STEYNING CENTRE**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting. The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – disclosure by councillors of personal interests in 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 will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. 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** – Councillors to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 6th June 2023. *(Supporting Papers)*
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/22/44.2 Install picnic bench on the MPF as per agreement and following payment from requester - **Actioned**
 - 5.2** C/23/03 Clerk to bring back item on Parking management in Steypning to next meeting – **See item 6.2**
 - 5.3** C/23/06.1 20's Plenty working party convening to discuss recent communications – **Actioned**
 - 5.4** C/23/06.1 TRO's to be discussed at a future meeting – **See item 6.2**
 - 5.5** C/23/06.2 Car Park closures agreement to be communicated to the Cricket Club - **Actioned**
 - 5.6** C/23/07.1 SPC grass cutting issues at Abbey Road taken back to contractor - **See item 7.1**
 - 5.7** C/23/07.2 Steypning Round Hill Romp Event organisers informed as per permissions agreement – **Actioned**
 - 5.8** C/23/07.3 Chandlers Way Pocket Park Working Party convened - **Actioned / See item 7.3**
 - 5.9** C/23/07.4 Issues with grass cutting contractor to be followed up by Clerks office – **Actioned / See item 7.4**
 - 5.10** C/23/07.5 Rublees Allotment entrance renewal works to be completed - **Actioned**
 - 5.11** C/23/07.4 Steypning FC informed about relocating football posts on the MPF - **Actioned**
 - 5.12** C/23/07.7 MPF signage working party to convene – **Actioned / See item 7.7**
 - 5.13** C/23/07.12 HDC contacted to discuss SPC members concern as to installation of EV charging points - **Actioned**
 - 5.14** C/23/07.13 HDC lobbied regarding restriction to numbers of dogs involved in commercial dog walking - **Actioned**
 - 5.15** C/23/07.14 Clerk to bring back items on project aspirations and Car Parking signage - **Actioned**
 - 5.16** C/23/08.2 Community Vice Chairman position to be agreed at SPC Full Council - **Actioned**
 - 5.17** C/23/08.3 Concessionary licence second payment requested - **Actioned**
 - 5.18** C/23/08.4 MPF Play Area replacement gate ordered – **Actioned**
 - 5.19** C/23/08.5 Allotment Fees increase agreement communicated to plot holders - **Actioned**

6.0 HIGHWAYS (supporting papers)

- 6.1 To receive a report from the 20's plenty highway scheme working party, and agree any actions required.
- 6.2 To discuss and agree priorities for Traffic Regulation Orders and a 'plan for parking' discussion with HDC
- 6.3 To discuss and agree to open discussions with the Coop management team in terms of possible TRO's for the High Street to assist them with deliveries, and in order to reduce traffic problems along Charlton Street. Also, to consider as part of the discussion, a proposal for double yellow lines along part of Steyning High St.

7.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS (supporting papers)

- 7.1 Abbey Road update and reimbursement for damage notification {From Grass cutting contractors}
- 7.2 To discuss and agree a proposal from the 'Steyning for Trees' group regards a hedgerow at Abbey Road
- 7.3 Chandlers Way Working Party update
- 7.4 To receive Grass Cutting report.
- 7.5 Update regarding the 'rural digital screens' content following recent communication from HDC.
- 7.6 Cricket Club update – following meeting between Clerk, Committee chair and Club representatives
- 7.7 To consider initial ideas for MPF entrance projects following working party meeting.
- 7.8 To discuss future project aspirations for the Community Committee
- 7.9 To discuss and agree a request from a resident concerning renewing/renovating a memorial seat on the MPF

8.0 FINANCE AND GOVERNANCE (supporting papers)

- 8.1 To agree the Community Committee Income & Expenditure report for May 2023
- 8.2 End of SPC project notification – 'Welcome to Steyning' Town sign on Bramber Road.

9.0 PROGRESS REPORT – To discuss and agree, if necessary, any actions concerning the following ongoing items.

- 9.1 C/22/26.16 Clerk to complete new SPC Memorial Tree policy based upon agreed working party recommendations
- 9.2 C/22/54.5 D Clerk to convene a meeting in September '23 to discuss Winter Maintenance programme with volunteers and to discuss acquiring grit spreaders and a possible what's app group to coordinate operations.
- 9.3 C/22/65.2 Clerk to obtain permissions for movement of SPC Notice board adjacent High St. car park
- 9.4 C/22/54.6 Mouse Lane Working party to be reconvened when quotes are available
- 9.5 C/22/68.3 Litter bin renewal / repainting Clerk to ask HDC for updates
- 9.6 C/22/76.1 Clerk to arrange Digger hire for Abbey Road Pond works as and when required
- 9.7 C/22/76.2 Dog Fouling Clearance Trial period to be discussed April 2024
- 9.8 C/22/07.9 Agreement for Hedgerow planting on the MPF / Rublees boundary
- 9.9 C/22/07.6 Recycling bin to be installed at the High Street Car Park
- 9.10 C/22/07.8 Lost Woods working party to convene
- 9.11 C/23/07.10 Playgrounds working party to convene
- 9.12 C/23/07.11 Clerk to make necessary maintenance arrangements for the Marley shed

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 None at time of printing

11.0 DATE OF NEXT MEETING – 5th September 2023 at 7.30 pm.

**John Fullbrook,
Clerk to the Council**



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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