

Date published 12th July 2023

**TO ALL MEMBERS OF STEYNING PARISH COUNCIL - YOU ARE HEREBY SUMMONED TO THE
PARISH COUNCIL MEETING TO BE HELD ON MONDAY 17th JULY 2023 AT 7.30 PM
AT THE STEYNING 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 Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning 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 {1 minute}** - To receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST {1 minute}** - 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 {2 mins}**
 - 4.1** To agree the minutes of the Full Council Meeting held on the 19th of June 2023 as a true and fair record.
- 5.0 MATTERS ARISING {1 mins}** - These items should be taken as read and do not need discussion unless specified
 - 5.1 FULL/23/25.1** Cllr Finnegan to pass on Virgin Media contact details to Clerk - **Actioned**
 - 5.2 FULL/23/25.1** Cllr Finnegan to report back to SPC regarding Q's about Parking charges and EV Charging – **See item 6.1**
 - 5.3 FULL/23/26.1** Clerk to contact police about 'Shop Watch' – **Actioned / See item 10.5**
 - 5.4 FULL/23/27.1** SPC AGAR for 2022/23 signed and sent to external auditors - **Actioned**
 - 5.5 FULL/23/27.2** Notice of public rights and 22/23 AGAR published - **Actioned**
 - 5.6 FULL/23/27.4** SDNPA ballet paper completed and sent off - **Actioned**
 - 5.7 FULL/23/28.1** Community Committee membership and associated admin updated - **Actioned**
 - 5.8 FULL/23/28.2** Community Committee Vice Chair admin updated - **Actioned**
- 6.0 REPORT FROM DISTRICT COUNCILLORS {15 mins}**
 - 6.1** Cllr Victoria Finnegan – (HDC) update
 - 6.2** Cllr Nicholas Marks – (HDC) update
- 7.0 NEIGHBOURHOOD WARDENS REPORT {10 mins} (See supporting papers).**
 - 7.1** To receive the Neighbourhood Wardens reports for June 2023
- 8.0 REPORTS FROM OUTSIDE BODIES {10mins} , (See supporting papers)**
 - 8.1** Cllr Linfield and S. Alexander – Update on Joint Parishes Youth Committee – to agree to any matters arising.
 - 8.2** Cllrs Young and M. Alexander – Isolation and loneliness / PPG update

9.0 GOVERNANCE AND COMMUNITY MATTERS {30 mins}, (See supporting papers)

- 9.1** To discuss and agree making Steyning a 'Dementia Friendly Town'
- 9.2** Hoey – Ains SPC Implementation Plan update
- 9.3** To report progress from the All Member Working Party, that is considering projects for this council's term.

10.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS {5mins} (Supporting papers)

- 10.1 Community Committee** – To receive the Minutes and Draft Minutes from the meetings held on the 6th June '23, and 4th July '23.
- 10.2 Finance and General Purposes Committee** – To receive the Minutes and Draft Minutes of the meeting held on the 13th June '23.
- 10.3 Planning and Premises Committee** – To receive the Minutes and Draft Minutes of the meetings held on the 24th April '23, 22nd May '23 and 26th June '23.

11.0 PROGRESS REPORT - ONGOING ITEMS {5mins}

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

- 11.1** Clerk to bring back External Auditors progress on signing off 21/22 AGAR
- 11.2** To convene Working Practices Group to discuss Amended SPC Policies and new proposed SPC Policy.
- 11.3** Clerk to discuss any new S106 funding opportunities with HDC
- 11.4** Council to complete actions as per the agreed implementation plan {Hoey Ainscough Report}
- 11.5** SPC to work with Steyning Business Chamber to set up Disc reporting system for High Street retailers.
- 11.6** Three items for Cllr Linehan to update on at next SPC Full Council meeting; regards Virgin media installation, and local water resources
- 11.7** SPC Bank signatories Ex Councillors to be removed from listings

12.0 CORRESPONDENCE AND INFORMATION ITEMS {2 mins}

- 12.1** WSCC consultation promotion for Local Voluntary Carers
- 12.2** Climate Action Survey promotion from HDC
- 12.3** Adur River Landscape Recovery Project Survey from HDC

13.0 DATE OF NEXT PARISH COUNCIL MEETING: 18th SEPTEMBER 2023 at 7.30pm

**John Fullbrook,
Clerk to the Council**