

Published 30th August 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 5th SEPTEMBER 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 4th July 2023. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/22/17.1 Members to agree the 20's plenty working party minutes & clerk to send to WSCC reps - **Actioned/ See 6.1**
 - 5.2** C/23/17.2 Clerk to liaise with WSCC Cllr Linehan to progress the 3 proposed TRO applications- **Actioned/See item 6.3**
 - 5.3** C/23/17.3 Clerk to liaise with Cllr Linehan concerning HGV issues in Charlton St. & Sir George's Pl. - **Actioned/ See 6.3**
 - 5.4** C/23/18.2 Abbey Road Hedgerow management – **See item 7.1**
 - 5.5** C/23/18.3 Chandler's Way Pocket Park – update following Working Party meeting - **See item 7.5**
 - 5.6** C/23/18.4 Grass Cutting contractor issues needing close scrutiny - **See item 7.4**
 - 5.7** C/23/18.9 Complete renovations on a memorial seat on the MPF – **Actioned/ See item 12.1**
 - 5.8** C/23/20.1 Clerk to complete a new SPC Memorial Tree policy - **Actioned / See item 7.9**
 - 5.9** C/23/54.5 D Clerk to convene a meeting in Sept. '23 to discuss Winter Maintenance programme with volunteers and to discuss acquiring grit spreaders and a possible what's app group to coordinate operations- **See item 6.2**
 - 5.10** C/22/07.9 Agreement for Hedgerow planting on the MPF / Rublees boundary – **See item 7.10**
 - 5.11** C/23/07.10 Playgrounds working party to convene – **See item 7.5**
 - 5.12** C/22/07.6 Recycling bin to be installed at the High Street Car Park – **Actioned**
 - 5.13** C/23/07.11 Clerk to make necessary maintenance arrangements for the Marley shed – **See item 7.6**
 - 5.14** C/23/21.2 Approval given for Tug of War event - **Actioned**
 - 5.15** C/23/21.3 EV Charging point consultation process promoted - **Actioned**
 - 5.16** C/22/54.6 Mouse Lane Working party to be reconvened when quotes are available – **Actioned / See item 7.2**

6.0 HIGHWAYS (supporting papers)

- 6.1** To receive an update regarding the 20's plenty highway scheme, and agree any actions required.
- 6.2** To discuss and agree the SPC draft Winter Plan for 2023/24 and subject to the need for volunteer assistance recruitment, agree any actions necessary
- 6.3** SPC proposed Traffic Regulation Order projects update
- 6.4** DMMO projects – To discuss and agree to provide an updated resolution regarding the Rifle Range application, and to agree any actions following the Decision notice dated 30th August '23 regarding DMMO application ref. ROW/3291861 Mouse Lane link between FP 2713 to FP 2704/1.

7.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS (supporting papers)

- 7.1** Abbey Road Park update
- 7.2** Update regarding the Mouse Lane working party
- 7.3** To discuss and agree the possible installation of a storage facility for community use tools at Canada Gardens
- 7.4** To receive Grass Cutting Report.
- 7.5** Update regarding the SPC Childrens Play Areas including news from Chandlers Way Pocket Park W. Party and the convening of the Childrens Play Area Working party, and to agree any actions
- 7.6** Cricket Club update from the Clerk – following damage to MPF Car Park Gate and subsequent Clerks site visit
- 7.7** To consider an application for a new mobile leisure facility on SPC land
- 7.8** To consider an appeal from the Steyning Horticultural Society for additional grass cutting services
- 7.9** To discuss and agree an amended SPC Memorial Tributes (Bench and Tree) Policy
- 7.10** Hedgerow planting on the MPF – to discuss arrangements and agree any actions
- 7.11** To discuss and consider support for an idea as proposed by the Steyning Horticultural Society Chairman
- 7.12** To discuss future project aspirations for the Community Committee

8.0 FINANCE AND GOVERNANCE (supporting papers)

- 8.1** To agree the Community Committee Income & Expenditure report for June and July 2023

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

- 9.1** C/22/65.2 Clerk to obtain permissions for movement of SPC Notice board adjacent High St. car park
- 9.2** C/22/68.3 Litter bin renewal / repainting Clerk to ask HDC for updates
- 9.3** C/22/76.1 Clerk to arrange Digger hire for Abbey Road Pond works as and when required
- 9.4** C/22/76.2 Dog Fouling Clearance Trial period to be discussed April 2024
- 9.5** C/22/07.8 Lost Woods working party to convene
- 9.6** C/23/17.2 Need to convene a 'Plan for Parking' working party for Steyning Parish Car Parks
- 9.7** C/23/18.7 MPF entrance development ideas to be brought back to this committee after next working party
- 9.8** C/23/18.8 Possible installation of a refuse bin at Abbey Road - To be discussed
- 9.9** C/23/18.8 Lobbying WSCC for better quality road signs in Steyning - To be discussed

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1** Statement from the 'White Bridge' Link Team

11.0 CONFIDENTIAL SESSION

- 11.1** To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under item 12 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain

12.0 CUSTOMER COMPLAINT (supporting papers)

- 12.1** To discuss communications following an MPF memorial seat renovation and to agree any actions

13.0 DATE OF NEXT MEETING – 7th October 2023 at 7.30 pm.

John Fullbrook,
Clerk to the Council



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