
Published 20th September 2023

**TO ALL MEMBERS OF THE PLANNING AND PREMISES COMMITTEE YOU ARE
HEREBY SUMMONED TO A MEETING AT THE STEYNING CENTRE TO BE HELD
ON MONDAY 25TH SEPTEMBER 2023 AT 7.30PM.**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO 'ATTEND' THE 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. Any equipment used in the Steypning Centre and plugged into the main electrical supply must be PAT tested

A G E N D A

- 1.0 APOLOGIES** – to receive apologies and reasons for absence.
- 2.0 DECLARATIONS OF INTEREST** – to receive Councillors declarations of interest in items on the agenda
- 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 relevant to items on the agenda.
- 4.0 MINUTES** – to agree and sign the Planning & Premises minutes of the meeting of Monday 24th July 2023 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS**
 - 5.1 32.1 – Bus Shelter ramp** – Deputy Clerk to obtain an estimate/quote to lower the floor of 1 bay in the bus shelter and to investigate the possibility of fund from the Accessibility department at Horsham District Council - **Deputy Clerk to report back** .
 - 5.2 19.3 – Automatic door service** – to ensure that the replacement figure of £4221.00 is budgeted for in the 2024/25 budget. **Ongoing**
 - 5.3 32.3 - Fence on Bowling Club Boundary** – materials purchased, Cllr I Alexander and S Alexander to carry out the work. **Actioned**. Work completed
 - 5.4 32.5 - Replace lighting in bus shelter to LED Lighting** – Work to be carried out during August. **Actioned**
 - 5.5 40.3 - Publish a weekly/monthly list of events at the Steypning Centre** – Publish on website and PPG information screen. **Actioned**.
 - 5.6 41.2 - Ceiling Projector** - To discuss and agree moving forward with the ceiling projector for Coombe Court. Projector no longer considered a cost effective project. Committee wish to consider upgrading the sound system for all users of Coombe Court in collaboration with the Film Society. Deputy Clerk to set up a meeting with IT contractor and reps from Film Society. **Actioned**. Agenda item **12.2**
 - 5.7 41.3 Black-out linings Coombe Court** – Quote 1 agreed. Deputy Clerk to order the work. **Actioned**.
 - 5.8 41.4- Replacement of pumps for the central heating boiler** . quote 1 agreed. Deputy Clerk to order the work. **Actioned**. Works completed.

- RECENT PLANNING APPLICATIONS - comments sent to HDC during August**
- 6.0 As per the attached list**
- 6.1 PLANNING APPLICATIONS**
- 7.0 DC/23/1582 – 61 Kings Stone Avenue** - Erection of a detached single storey annexe at the rear of the garden including the extension of the residential curtilage and installation of retaining walls and terracing (Part Retrospective)
- 7.1**
- 7.2 DC/23/1652 – The Chantry House – 34 Church Street** – Surgery to 1 x Tulip and 1 x Ash (Works to Trees in a Conservation Area)
- 7.3 DC/23/1692 and 93** - The White Horse 23 High Street – Extension of existing patio area and installation of a pergola, alteration to car park egress parking arrangements.
- 7.4 DC/23/1163 - 11 Stonecroft Tanyard Lane** – Erection of single storey rear extension
- 8.0 LATE PLANS**
- 8.1** None at the time of printing
- 9.0 ENFORCEMENT NOTIFICATIONS**
- 9.1 EN/23/0335 24/07/2023 7 Laines Road** - Alleged: height of building is not in accordance with the plans approved under DC/22/0834 Sam Nye
- 9.2 EN/23/0361 14/08/2023 Honeys 25 - 27 Church Street** - Alleged: without permission, installation of exterior lighting to front elevation and new paving to front. Sam Nye
- 10.0 PLANNING DECISIONS FROM HDC and SDNP**
- 10.1** As per attached list
- 11.0 DEPUTY CLERK’S REPORT FOR STEYNING CENTRE**
- 11.1 Bookings** – Update
- 11.2 Film nights** – Update
- 11.3 Saxon Floor Issue** – Deputy Clerk to report
- 12.0 FINANCE**
- 12.1 Income and Expenditure Reports for July and August 2023** – to discuss and agree the income and expenditure for July and August
- 12.2 Sound System upgrade instead of projector** - To discuss and agree moving forward with the sound system upgrade for Coombe Court in connection with the Film Society requirements for upgrading.
- 13.0 CORRESPONDENCE/INFORMATION.**
- 13.1** None at the time of printing
- 14.0 DATE OF NEXT MEETING** - Monday 23rd October 2023 at 7.30pm

*John Fullbrook
Clerk to the Council*

