
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 4th APRIL 2023 AT 7.30PM AT THE STEYNING CENTRE

Present: Cllrs Norcross (Chair), I Alexander, S Alexander, Sullivan, Lloyd, Hanson, Young, Campbell, and Goldsmith.

Clerk: John Fullbrook

Members of the public: 2

Meeting Commenced : 7.30pm

MINUTES

C/22/70 APOLOGIES FOR ABSENCE

70.1 No Apologies received.

ACTIONS

C/22/71 DECLARATIONS OF INTEREST AND DISPENSATIONS

71.1 None

C/22/72 QUESTIONS FROM THE FLOOR

72.1 None

C/22/73 MINUTES OF PREVIOUS MEETINGS

73.1 **To agree 7th March draft minutes.** Cllr Campbell stated that under 65.2, the clerk was wrong to offer up the internal auditor as reassurance regarding SPC's level of play area inspections and maintenance scheduling. The Chairman asked that he provide evidence to back this statement. He said he would do so. Cllr Norcross **proposed, seconded** by Cllr S. Alexander to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 7th of March 2023. **Agreed**

Cllr
Campbell

C/22/74 MATTERS ARISING AND ACTIONS

These items were to be taken as read.

- 74.1 Bus Shelter working party outstanding items taken back to Premises - **Actioned**
- 74.2 Clerk to obtain budget for movement of SPC Notice board adjacent High St. Car Park - **Actioned**
- 74.3 Clerk to publish hyperlink to ChargePoint network location site & promote via web site - **Actioned**
- 74.4 To return dog fouling item to next meeting? And quote for daily MPF Clearance - **See item 76.2**
- 74.5 Chandlers' way pocket park grant application update – **See item 76.3**
- 74.6 Cllr Linehan highways meeting to be discussed at Full Council – **See next Full Council Agenda**
- 74.7 Cllr Young, D Clerk to confirm latest DMMO situation and update to Cllrs by email - **See item 75.1**
- 74.8 Comments regarding Cricket pitch development permissions taken to Cricket Club – **Actioned**
- 74.9 Steypning Society bench proposed installation taken to F&GP - **Actioned**

C/22/75 HIGHWAYS

- 75.1** To agree that the 'Statement of Grounds for Confirmation and Comments on Objections' be signed and sent to WSCC regarding the definitive map modification order for - ref ROW/3291861
Cllr Young reported on recommendations from the working party and presented the draft statement of objections as per supporting papers, and members discussed. It was noted that Cllr Campbell had sent his own statement to WSCC as he did not agree with the working party. Cllr Norcross **proposed, seconded** by Cllr S Alexander that subject to the removal of paragraph 2.1 (and subsequent renumbering of paragraphs), and the addition of amended appendix, that SPC approves the 'Statement of Grounds for Confirmation and Comments on Objections', which will be signed and sent to the planning inspectorate. **Agreed 6 For, 1 Against, 2 Abstentions**
Members passed on their thanks to Gill Muncey for her hard work ensuring this statement and appendices were collated, compiled and presented. **CLERK**
- 75.2.1** To agree whether to support a Traffic Regulation Order application for works adjacent the exit from Wykham close onto Steyning High Street. The Clerk explained a group of local residents were concerned about a safety issue that exists whilst exiting Wykeham close onto the High Street in a car. More often than not there is a car parked adjacent the exit on the hatching which obstructs the view of the driver. West Sussex Highways officers had informed him that *'The only way to stop parking here is by Double Yellow Lines; the existing hatching are only advisory'*. Cllr Campbell suggested a different option, whereby anyone parking on the hatching is told it is a traffic violation, as he believes it is an offence, and that this is enforced by those who are able to do so. Cllr Campbell **proposed an amendment** to a proposal from Cllr Norcross, **seconded** by Cllr Sullivan that subject to this TRO not impacting any subsequent applications by SPC, that SPC would support the TRO application at Wykham Close, and in addition ask the clerk to contact the police for support and requesting the police take enforcement action under section 22 of the Road Traffic Act 1988. **Not Agreed 3 For, 5 Against, 1 Abstained**
- 75.2.2** Cllr Norcross **proposed, seconded** by S Alexander that subject to this TRO not impacting any subsequent applications by SPC, that SPC would support the TRO application at Wykham Close. **Agreed 7 For, 1 Against, 1 abstained** **CLERK**
- 75.3** Notification regards the post-16 transport policy 2023 statement survey. The Clerk confirmed this item was on the agenda as it helped publicise the survey (also via SPC Web Site) to college aged pupils and parents alike. **CLERK**

C/22/76 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

- 76.1.1** Abbey Road Volunteers Report from Roger Brown. Cllr S Alexander reinforced the comments from the report as he is an active volunteer at Abbey Road. Cllr Campbell **proposed, seconded** by Cllr Hanson that the clerk be authorised to pay up to £250 for the hire of a digger {to complete works on the pond}. **Agreed** **CLERK**
- 76.1.2** Cllr Campbell **proposed, seconded** by Cllr S Alexander that Roger receives a vote of thanks for all his hard work. **Agreed** **CLERK**
- 76.2** To discuss dog fouling on the MPF. {Cllr Young had to give apologies and leave at this point in the meeting}. Cllr Hanson **proposed an amendment** to a proposal from Cllr Goldsmith, **seconded** by Cllr Goldsmith that there is a dog mess removal service started on the MPF with a once a week service (1 Hr @£25) during summer, and twice (2 x 1Hr) a week during winter (Starting Sept' 23), and that it is for a trial period of a year. **Agreed 6 For, 2 Abstained.** **CLERK**
- 76.3** Chandlers Way Pocket Park. Cllr Norcross **proposed, seconded** by Cllr Hanson that the proposed community engagement meeting to discuss the Chandlers Way Pocket Park project is deferred until the new council is in place after May. **Agreed 7 For, 1 Against** **CLERK**

- 76.4.1 Small Doles Landfill Site proposal.** The Clerk and Cllr Hanson attended a virtual meeting representing the Council, and reported the following - A company has submitted a request to West Sussex County Council seeking pre-application advice with regards to the reprofiling of the restored former Hales Landfill Site, to the southwest of Small Dole. This is a piece of land which is adjacent to the River Adur and subsequently adjacent to Steyning Parishes eastern boundary. The company's stated aim is to improve surface water management across the site with the formation of an attenuation layer over the former landfill. This will require the importation of 500,000 cubic meters of inert (building site) material over a period of 5 to 8 years. Reinstatement and restoration of the site will be to open meadow grassland.
- 76.4.2** Both Clerk and Cllr Hanson believed the company were somewhat underprepared. One resident of Small Dole rather pulled apart their scheme and called it for what it was - Not really a water management improvement scheme which would assist the ecological sustainability of the environment, – more a scheme which would allow for low grade inert building site material to be dumped there for the next 5 to 8 years. Notably with 160 HGV lorries each week involved.
- 76.5 To agree if there are any comments regarding the proposed replacement of floodlights at the Steyning Tennis Club for energy efficient LED lights.** Cllr Norcross **proposed, seconded** by Cllr Hanson that SPC are happy for the Steyning Tennis Club to apply for planning permission to replace their existing floodlights with LED lighting. **Agreed** **CLERK**
- C/22/77 FINANCE AND GOVERNANCE**
- 77.1 To accept the I & E Reports.** Cllr Norcross **proposed, seconded** by Cllr S. Alexander that the Community Income and Expenditure reports for February '23 be accepted as a true and fair record. **Agreed**
- C/22/78 COMMUNITY ITEMS**
- 78.1 Request for the use of the Bus Shelter and its electric for King's Coronation event.** **CLERK**
Cllr Goldsmith **proposed, seconded** by Cllr Lloyd that SPC agree to the request from the Steyning and District Partnership for the Kings Coronation event. **Agreed 7 For, 1 Abstained**
- C/22/79 PROGRESS REPORT – All the following items were described as ongoing**
- 79.1** Steyning 20mph Highway's scheme working party date to be determined. **CLERK**
- 79.2** Clerk to complete a new SPC Memorial Tree policy based upon working party recommendations **CLERK**
- 79.3** Clerk and R. Brown to complete draft hedgerow plan for MPF/ Allotment border in spring '23 **Clerk / R Brown**
- 79.4** Lost Woods project – Representatives from various groups to be assembled to kick start project **Cllr Rep**
- 79.5** 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. **D Clerk**
- 79.6** Bring back proposal for Recycling bin installation after April 2023 **CLERK**
- 79.7** Install picnic bench on the MPF as per agreement and following payment from the requester **CLERK**
- 79.8** Clerk to obtain permissions for movement of SPC Notice board adjacent High St. car park **CLERK**
- 79.9** Mouse Lane working party to be reconvened when quotes are available **CLERK**
- 79.10** Community Working party to convene to discuss MPF signage – this suggested to be put forward to the new council **CLERK**

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| 79.11 | Grit Bin to be purchased and installed at Fairfield's – The clerk reported that the office were awaiting permissions from Saxon Weald to install the bin | CLERK |
| 79.12 | Clerk to reapply to WMT for grant for assistance with MPF play area | CLERK |
| 79.13 | Litter bin renewal / repainting Clerk to ask HDC for updates – The clerk explained HDC have said they do not have the resources now to complete the repainting of the bins. The Clerk to continue to explore options. | CLERK |

C/22/80 INFORMATION / CORRESPONDENCE ITEMS

- 80.1 Antisocial behaviour problem on the MPF.** The clerk had relayed with supporting photos that a car had got onto the MPF via the Mill Road entrance (with secure lock having been removed at some point) and had created ruts on the Western side – fortunately the ground disturbance was fairly superficial and the lock plus chain have been replaced with a more robust option.

C/22/81 DATE OF NEXT MEETING – 6th June 2023 at 7.30 pm.
Meeting ended at 8.50 pm

Signed: Date: 6th June 2023
Chair

A recording of this meeting can be found using this link: <https://youtu.be/nmdlA6snjFY>