
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 7th MARCH 2023 AT 7.30PM AT THE STEYPNING CENTRE

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

Clerk: John Fullbrook

Members of the public: 3

Meeting Commenced : 7.30pm

DRAFT MINUTES

C/22/60 APOLOGIES FOR ABSENCE

ACTIONS

- 60.1** Apologies received from Cllr Lloyd who due to a District Council commitment was going to be approx. 30 minutes late.

C/22/61 DECLARATIONS OF INTEREST AND DISPENSATIONS

- 61.1** Cllr I Alexander asked for dispensation from the Chair to speak for 3 minutes on Agenda item 6.3. This was duly accepted.

C/22/62 QUESTIONS FROM THE FLOOR

- 62.1** None

C/22/63 MINUTES OF PREVIOUS MEETINGS

- 63.1** To agree February 7th '23 Draft Community Minutes. Cllr S Alexander **proposed, seconded** by Cllr I. Alexander to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 7th February 2023. **Agreed**

C/22/64 MATTERS ARISING AND ACTIONS

These items were to be taken as read.

- 64.1** Clerk to confirm Allotment clear up day with the Allotment Association - **Actioned**
- 64.2** Clerk to complete Bonfire safety checklist for the Allotment Association - **Actioned**
- 64.3** Clerk's office to schedule in and notify in preparation of Skip hires at the Allotments - **Actioned**
- 64.4** Steypning in Bloom informed of trough installation at Bus Shelter & complete installation - **Actioned**
- 64.5** Continued works to play area after maintenance inspection – **Actioned / See item 65.4**
- 64.6** Deferred item regarding motion on play area maintenance brought back to committee – **See item 65.4**
- 64.7** Dog Fouling on the MPF item to be brought back to a future meeting – **See item 65.7**
- 64.8** Mouse Lane gulley maintenance chased with WSCC – **Actioned**

- 64.9 Wilder Horsham representation report taken to Full Council – **Actioned**
- 64.10 Clerk to report back on Grant application results – **Actioned / See item 65.8**
- 64.11 Chargepoint webinar session report brought back to next meeting – **Actioned / See item 65.6**
- 64.12 Abbey Road Rewilding publication to go in Your Steyning – **Actioned**
- 64.13 Councils support for the HDC Newman’s Garden Car Park renewal passed on to HDC – **Actioned**
- 64.14 Cllr Lloyd to ascertain info’ on charge point installation plans at Fletchers Croft - **See item 65.6**

C/22/65 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

- 65.1 **To agree proposed actions from Bus Shelter working party and make recommendations to Premises Committee.** Cllr Norcross **proposed, seconded** by Cllr S Alexander that this committee sends the items noted from the Bus Shelter working party, back to the premises committee with the recommendation that they take up (move forward with) the items that are highlighted within supporting papers 6.1. **Agreed 5 For, 3 Abstained.** **CLERK**

- 65.2 **To agree the movement of the SPC Notice board on the High Street.** There were four options presented as per suggestions raised at the Bus Shelter working parties. Members discussed these further and suggested and discussed two more. Cllr Campbell **proposed, seconded** by Cllr I Alexander that because a position (on poles adjacent to the wall of the former bank and in between the electric box and the electronic information device) is aesthetically better, it {the SPC Notice Board} goes there, unless there is a problem with the cables underneath, in which case it goes in the second position, that is, turned through 90 degrees and adjacent the brick wall, so that it is next to the electrical box. **Agreed** **CLERK**

- 65.3 **Risk Assessment Awareness in relation to Children’s play areas.** {Cllr Lloyd arrived during this item} The Clerk gave an illustrated presentation on the importance of risk assessments to the Council and especially in relation to children’s play areas. It was an interactive discussion with most councillors taking part and contributing usefully.

- 65.4 **Children’s Play Area and Adult Exercise Maintenance Schedule.** Cllr Campbell made a statement and offered a motion. Four issues were raised including routine safety inspections, planned preventative maintenance, annual risk inspections and carrying out maintenance in a given timeframe. Cllr Campbell **proposed, seconded** by Cllr Sullivan that the clerk urgently to make his recommendations to an all-committee working party for it in turn to make recommendations to this committee regarding firstly the frequency and nature of inspections to be carried out on play and gym areas and equipment, secondly a protocol for actions by the office re different categories of risk identified on inspections and thirdly the nature and frequency of planned preventative maintenance to be carried out on gym and play equipment by reference to the manufacturers specifications. **Not Agreed, 3 For, 5 Against, 1 Abstained**
The Clerk pointed out the internal auditor was content with the current schedule of maintenance and risk assessments.

- 65.5 **Wilder Horsham Workshop in Ashington on the 9th of February.** The Clerk presented and commended the report compiled by the two SPC representatives in attendance on the day and urged members to follow the links on the notes as there was so much relevant and important information that needed to be further considered by this committee.

- 65.6 **Chargepoint Network webinar session.** Cllr S Alexander could not login successfully to this webinar session due to a technical fault, so the clerk had distributed the subsequent PowerPoint presentation to members instead. Clerk to ask for hyperlink to the requesting location site. **CLERK**

65.7	To discuss dog fouling on the MPF. Cllr Goldsmith proposed, seconded by Cllr Campbell that this matter be deferred until the next meeting and in the meantime the clerk's office gets a quote from our {street cleaning} contractor for him to go round the field once every 24 hour period (including weekends) clearing up dog (faeces). Agreed 4 For, 3 against, 2 Abstained.	CLERK D CLERK
65.8.1	SPC Grant Applications. The Clerk updated upon the two current grant applications stating that the first which was to help fund the MPF play area development had been unsuccessful, but he felt there was still a way forward to reapply, and that it would certainly be worth the effort to do so. This time, framing the application by talking about how the grant would be enhancing the proposed development, and thereby ask for a lesser amount, rather than they fund the majority of it. Cllr Norcross proposed, seconded by Cllr S Alexander that SPC instructs the Clerk to reapply to the Wilson Memorial Trust for a grant towards the MPF Play Area and apply for a smaller amount of money than previously applied for. Agreed	CLERK
65.8.2	The Clerk updated that regarding the second application for up to £5,000 for the Chandlers' Way proposed rewilding project – that SPC should be informed either way by HDC in the next two weeks.	CLERK
C/22/66 FINANCE AND GOVERNANCE		
66.1	To accept the I & E Reports. Cllr Norcross proposed, seconded by Cllr S. Alexander that the Community Income and Expenditure reports for January '23 be accepted as a true and fair record. Agreed	
C/22/67 PROGRESS REPORT – All the following items were described as ongoing		
67.1	School Car Park adjacent the Library - possible use for the community – Cllr Hanson reported that subsequent to meetings with the school and the foundation representatives including a discussion with the headmaster, the following statement had been agreed – <i>The Car Park adjacent the Steyning grammar school boarding house is owned by the Steyning Grammar school foundation and exclusive rights to the use of the car park subject to a small number of parking places for library and museum use has been reserved for school use. Following the move of the middle school to the 'Towers' leading to less demand for parking by school staff, the foundation and the school are content to permit an informal arrangement for short term parking to be available to members of the community at weekends and during school holidays subject to parking requirements for any extra school events.</i> - This concluded the matter	
67.2	Steyning 20mph Highway's scheme working party date to be determined.	CLERK
67.3	Clerk to complete a new SPC Memorial Tree policy based upon working party recommendations	CLERK
67.4	Clerk and R. Brown to complete draft hedgerow plan for MPF/ Allotment border in spring '23	Clerk / R Brown
67.5	Lost Woods project – Representatives from various groups to be assembled to kick start project	Cllr Rep
67.6	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
67.7	Bring back proposal for Recycling bin installation in April 2023	CLERK / Cllr Lloyd
67.8	Install picnic bench on the MPF as per agreement and following payment from the requester	CLERK
67.9	<i>Cllr Young & D Clerk to confirm latest DMMO situation and update to Cllrs by email.</i> Cllr Young updated that the Rifle range DMMO is now number 18 on the waiting list. There is a decision pending on the other two outstanding DMMO's. This will be brought back to a future meeting.	Cllr Young

- | | | |
|--------------|---|--------------|
| 67.10 | Cllr Linehan highways meeting with HDC officer – update to be brought to SPC Full Council | CLERK |
| 67.11 | Mouse Lane working party to be reconvened when quotes are available | CLERK |
| 67.12 | Community Working party to convene to discuss MPF signage – this suggested to be put forward to the new council | CLERK |
| 67.13 | Grit Bin to be purchased and installed at Fairfield's | CLERK |

C/22/68 INFORMATION / CORRESPONDENCE ITEMS

- | | | |
|-------------|--|--------------|
| 68.1 | The clerk had received correspondence and comments from concerned residents regarding the recent cricket astro pitch installation on the MPF, which he had dealt with by directing them to the appropriate planning portal on the HDC web site as well as informing them as to the fact that the cricket club had followed correct procedure in gaining permissions from both SPC and HDC. | CLERK |
| 68.2 | Under information the clerk updated that the Bench installations at the entrance to the MPF were proceeding well with the SPC Jubilee bench being completed within the next few days and that the Steyning Society bench would be discussed further at F&GP Committee | CLERK |
| 68.3 | Litter Bin Renewal /Repainting in the High Street – Clerk to ask HDC for an update | CLERK |

C/22/69 DATE OF NEXT MEETING – 4th April 2023 at 7.30 pm.
Meeting ended at 9.10 pm

Signed: Date: 4th April 2023
 Chair

A recording of this meeting can be found using this link: https://youtu.be/i9_UbCs7owl

Traffic Regulation Order proposal for the Wykeham Close

Briefing Note

We have been contacted by a local resident concerned about the safety issues associated with exiting from Wykeham Close onto the High Street. {Pictured}

Below is the residents representation to WSCC for a TRO which has been submitted - {6 signatures from this small close} and they have asked for our support for this project.

Cllr Linehan has already supported the proposal.



SIGNED REPRESENTATION FOR TRO APPLICATION AT THE EXIT FROM WYKEHAM CLOSE ONTO HIGH STREET, STEYNING, WEST SUSSEX.

The following parties are residents of Wykeham Close and support the application for a TRO at the exit from this said Close onto Steyning High Street.

We, the residents agree that the continuous disregard for the parking restriction already in place presents a serious hazard and needs to be improved.

The immediate zone that is clearly marked to be kept clear (advised we understand), is flouted on a near permanent basis, and occupied almost continuously by a parked vehicle. It is our full understanding that the zone is advised for NO parking owing to the visibility issues at this junction and put in place with the intention to improve safety.

On leaving the close, and turning right onto the main road, there is virtually no visibility splay to the right, due to the legitimate occupation of a line of defined parking bays (at 90 degrees to kerb), and a deceptive blind sweep in the road itself. A car parked 'disobediently' in the said zone (hatched with white lines), reduces visibility to near zero, and due to parking pressure, is nearly always the case.

As a consequence, to make an exit, it is necessary to progress blindly out into the path of oncoming traffic, watching for reflections in cars parked on the opposite side of the road, as the only guide as to the presence of oncoming vehicles.

We are aware of/have experienced a number of incidents, one recently involving a cyclist. The driver, herself, was severely shaken. The route is particularly popular with cyclists now, and we consider that they are particularly vulnerable, exacerbated by the downhill run on approach.

We fully support the much needed addition of regulatory features, such that the current measure becomes properly effective. In consequence, safety will be unquestionably and significantly improved, as will our concerns every time we exit the Close. We can see no grounds for objection in the wider community, if for no other reason than its designed status already existing, and only one vehicle 'benefits' at any time through parking here (albeit against advice).

We also believe that most owners of such parked vehicles are likely to be unaware of the hazard they are causing (it is not immediately obvious), and if aware would be less inclined to do so.

Statement of Grounds for Confirmation and Comments on Objections

Dated April 2023

Steypning Parish Council (SPC) - Applicant

The Steypning Centre

Fletcher's Croft

Steypning

BN44 3XZ

Re: NOTICE OF ORDER Wildlife and Countryside Act 1981

West Sussex County Council

Chanctonbury No 1 Steypning

Addition of a Footpath from footpath 2704-1 and bridleway 2714 crossing Mouse Lane past Charlton Court Farm to Footpath 2713

Definitive Map Modification Order 2020

Planning Inspectorate reference: ROW/3291861

1. Introduction

1.1 Steypning Parish Council reaffirms the grounds set out in its application lodged at West Sussex County Council (WSCC) on 19th February 2019 and continues to rely on all the supporting public evidence forms it has previously submitted. In addition we are submitting additional statements and evidence forms which are attached as appendices to this document. We are asking for this route to be added to the Definitive Map as it was used by the public as of right and without interruption for a 20 year period between 1989 and 2009.

1.2 Subject only to the comments below, SPC also adopts: -

- a) the WSCC report from Tony Kershaw, Director of Law and Assurance, of 3 September 2020 which informed the WSCC Rights of Way Committee decision of 3 November 2020 – save that SPC does not agree with the statement at 13a '*that on the balance of probabilities a path has not been proven to subsist*'. SPC asserts that both

the facts set out in the report and the analysis of them show that on a balance of probabilities a path has been proven to subsist;

- b) the reasoning of the WSCC Committee in making its 3 November 2020 decision; and
- c) the WSCC Statement of Grounds and Comments on Objections of 28 January 2022.

In Section 3.3 of this document it says '*the Members were minded to accept the officers' legal advice because it seemed impossible not to agree that public use 'as of right' had been demonstrated*'.

1.3 As a Parish Council we are keen that Rights of Way which can be proven to exist are added to the Definitive Map so their use can be preserved for Parish residents in perpetuity. This particular path is key to linking two public Rights of Way to enable a circular route and this is one reason it has been used for many years.

2. Rebuttal of Objections

2.1 The one objection to the making of the Order was from Mr and Mrs Arnold, owners of the Granary, was dated 23rd June 2021, the day before the objection time limit expired (ref: WSCC Submission bundle 1 page 32). There is no documentation of when and how this was received at WSCC therefore the objection time may have already expired.

2.2 The objection does not question whether there was public use as of right between 1989 and 2009. Indeed they write '*As far as we are aware, the Wiston Estate has not closed the path historically and to our knowledge has no intention of doing so*'. This accords with the evidence submitted by SPC in support of this DMMO.

2.3 The objection also states a possible future need to divert or temporarily close the footpath for various work to be done which has no relevance to establishing whether a right of way exists.

There is proper process for the necessary temporary closure of a public Right of Way but closure of a permissive path is a permanent denial of access to those wishing to continue to walk and enjoy the countryside.

2.4 Mr and Mrs Arnold's claim that the path will remain open as a permissive path is irrelevant to the question in issue and is certainly not guaranteed. This route was dedicated as a permissive route by the landowners between 1.6.2009 and 31.5.2019 when funding was available for permissive access under the Higher Level Environmental Stewardship Scheme. The email sent to WSCC from Mr Richard Goring, a landowner, on 3rd February 2020 (ref: WSCC submission bundle 2 page 7) confirms that funding for permissive paths has now ceased and mentions the possibility of landowners closing permissive paths due to lack of funding. This is why the addition of this path to the Definitive Map is the only way to preserve the Right of Way which was created by public use as of right between 1989 and 2009.

2.5 SPC believes it is significant that in his statement of 27 May 2020 the landowner, Mr Richard Goring, (ref: WSCC submission bundle 2 page 34 on) acknowledges that he has not granted any permission prior to the 2009 HLS permissive dedication and nor has he ever stopped or turned anyone back or instructed any employee to do so. That accords with the evidence submitted in support of the DMMO.

2.6 Throughout this process no overt and contemporaneous evidence has been provided of the landowners' intention not to dedicate a public right of way for walkers between 1989 and 2009 and indeed correspondence from the time indicates that use was tolerated including the letter from R H Goring to WSCC dated 24th July 1991 (ref: WSCC submission bundle 2 page 74). When this route was chosen by the landowners in 2009 to become a funded HLS permissive path its selection implies that they knew at that point that it was a popular and useful walking route as it provides an ongoing route for walkers using footpath 2713 from Horsham Road which otherwise terminates in a dead-end at the A283 Washington Road.

2.7 It should be noted that Sally Johnstone's statement of 29 June 2020 (ref: WSCC submission bundle 2 page 62 on) in opposition to the proposed DMMO is inconsistent with the one she signed on 16 January 2019 in support of it (ref: WSCC submission bundle 1 page 55 on). In the 2019 statement she was saying she believed a right of way subsisted and in the 2020 statement she was saying she believes there is not. SPC suggests that Ms Johnstone's position as a long-term tenant of the landowner is a factor to take into account when weighing this evidence.

3. New evidence

3.1 As a result of fresh interest and attention to this route following the appeal against the Order, we have now gathered a further 4 Evidence Forms which are attached as Appendices 3 to 6. These, together with the 13 forms already submitted, provide proof of the use of the path in question as of right between 1989 and 2009. Appendices 1 and 2 are supplementary to statements previously submitted (ref: WSCC submission bundle 1 page 142 on and page 71 on). One new form is from Mr David Barling who was the local County Councillor at the time of the WSCC committee meeting in 2020 and who supported our application in writing at the time (ref: WSCC submission bundle 1 at page 46).

3.2 The following further statements are attached within the (appendix document) **appendices documents**:

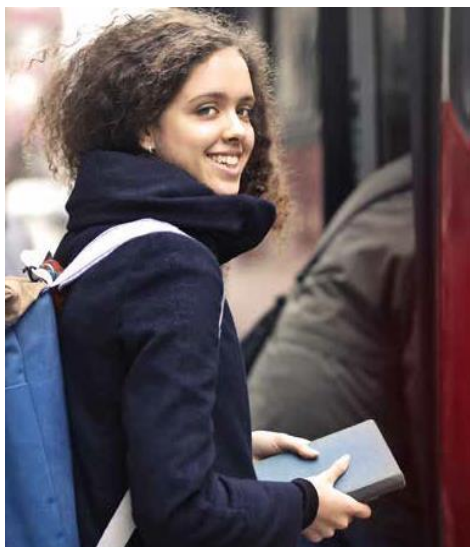
Page 1:	Christine Young (Supplemental)	March 2023
Pages 2-8:	Edward Heal (To correct omission of signature from original evidence form)	March 2023
Pages 9-15:	Mariella Alexander	March 2023
Pages 16-17:	Rodney Goldsmith	March 2023
Pages 18-24:	Ian Alexander	March 2023
Pages 25-31:	David Barling	March 2023
?Appendix 2 Pages	Angela Miller	March 2023
	Pages,,,,,,,,,Michael Miller	March 2023
	Pages.....M Scutt	March 2023
	Pages.....L Scutt	March 2023

Signed and submitted by the SPC Clerk in accordance with a resolution of authorisation made on 4 April 2023.

Signed.....John Fullbrook (Clerk to SPC)

Dated..... April 2023

Notification for - Post-16 Transport Policy Statement 2023



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Overview:

Each year local authorities are required to consult young people of sixth form age and their parents as well as other stakeholders on the Post-16 Transport Policy Statement before it is finalised.

The Post-16 Transport Policy Statement outlines the help that might be available through the County Council, schools, colleges and transport operators to help young people of sixth form age and young adult learners aged 19+ who have an Education Health and Care Plan (EHCP) to get to school and college. It includes information about:

- fares and concessions;
- the Council's home to school/college transport policy for learners with special educational needs and disabilities (SEND); and
- contact details for schools and colleges.

You can find out more about the Policy Statement in the 'Documents' box to the right.

The aim of this consultation is to:

Check that the Post-16 Transport Policy Statement and related information is complete, clear and accurate. The Policy Statement is written using the Department for Education's template.

We would therefore like to gather views from young people, parents and other interested parties about the draft Policy Statement.

Please have your say by completing our survey below.

- [SURVEY](#)
- [Post-16 Transport Policy Statement 2023-24](#)

[Take Survey](#)

Abbey Road Conservation Volunteers. Progress Report for Oct 2022- March 2023

General

We continue to gently manage the site with the intent of maintaining and improving the various habitats, guided by our Management Plan and our Advisory Group. Richard Black of Wilder Horsham also visited last Autumn and gave us useful advice.

Pond.

The pond has been 80-100% full since last November, having been completely dry from June to October. At the end of March, it is still 90%full. The site performed its function as a flood plain in November and again this February when the pond and surrounding areas were completely flooded with the back paths under several feet of water. The majority of this water drains back into the Tanyard stream in a few days, but leaves the pond 100% full.

As you will recall, last summer was exceptionally hot and dry. Even the normally wet meadow suffered in the drought. But other areas nearer to the pond managed to thrive, with Purple Loosestrife putting on a spectacular display.

One notable success already has been the increase in the number of frogs and frogspawn recorded. In our first year on site, we saw 3 clumps of frogspawn, but the water dried up before the tadpoles were able to complete their growth. This year we have seen 40+ clumps of frogspawn, and on the 15th Feb a night camera filmed at least 16 frogs in the pond. So, there must be a very healthy population of 80+ frogs in the area.

Our Advisory Group had suggested levelling out the banks of clay removed in Sept 2021, to allow the pond to spread further when full, and to take out another 6" depth in the middle of the pond.

Unfortunately, we weren't able to schedule that last year, so this is a priority for this September.

Trees

The 6 Silver Birch and 5 Alder trees planted last Autumn, all survived the summer drought thanks to regular watering. They are all growing well. 6 Black Poplar saplings provided by Wakehurst/Arun and Rother Rivers Trust were planted out this month. (Black Poplars are a wet woodland/riverside tree, and are still rare in Sussex). Their propagation has been a long-term project between the Sussex Wildlife Trust and Wakehurst. We applied for trees and were pleased to be allocated a dozen. The other 6 are being grown on in pots as they are still quite small.(see pic)

Meadow

After consulting with the Advisory Group, it was decided to only 'cut and remove' the meadow grass once a year in early Spring, rather than twice a year with a second cut in the Autumn. This first cut of the year should happen soon.

The original idea of creating a flowering meadow by cutting twice a year and sowing wildflower seeds mix failed to suppress the vigorous grass growth that swamped our attempts to introduce wildflowers. A few Yellow Rattle plants (semi-parasitic on grass

roots, reducing their growth) did flower last year, but not in the numbers we were hoping for.

So, we will now concentrate on introducing plants that can cope with competition from grasses. Purple Loosestrife, Meadowsweet, Water Mint, Yellow Iris and Water Mint already grow on this and other parts of site, so we will try to introduce more of these and other plants to the grass meadow.

Richard Black suggested these as possible additions:-

Marsh Marigold, Common (Black) Knapweed, Hemp Agrimony, Marsh Marigold, Marsh Woundwort, Sneezewort, Square-stalked St. John's Wort, Water Avens and Wild Angelica,

We will also look to introduce some low growing shrubs to the edges of the meadow such as Hawthorn, Alder Buckthorn, Crab Apple, Holly and Dog Rose. These would provide good habitat for nesting birds, food plants for butterflies and nectar sources for other insects.

Orchard

Steyning Community Orchard planted 3 more fruit trees in February, attended by the tree donors and their families. This new orchard now has 6 fruit trees located on the southern part of the site, adjacent to Gatewick House grounds. The day coincided with an Abbey Rd volunteers work day and so our volunteers were able to join in also join in the celebrations (and refreshments!)

Over this winter, the volunteers have been clearing back the encroaching brambles and nettles on the boundary with Gatewick. In some places this had grown out 10metres from the original fence line. This work uncovered large clumps of daffodils that have been flowering profusely in recent weeks. (see pic)

There is potential for planting a new wildlife hedge along this boundary. We will survey where this might go once the mature trees come into leaf so we can see where the new hedge plants will have enough light to thrive. We would then hope to plant this next winter.

Working Parties/Volunteers

We held 6 working parties in this period, who contributed 84 voluntary work hours between them. We currently have 21 people on our volunteers list with a further 3 helping with botany and bird surveys. The average number attending each work party was 8. Those who have attended less frequently in the last year were canvassed to see if they wished to be dropped from the list. Only one did so, with the 7 other wishing to stay in the group.

Some of our recently recruited volunteers live very close to the site. One of these is a recently retired Professional Arboriculturist. We now have volunteers living in Abbey Rd, Church Mead, Cannons Way and Mimmack Close.

So, we have a very thriving and engaged group of volunteers, which is very encouraging.

Work carried this last Autumn/Winter included:-

- cleared more fallen Goat Willow in the glade area.
- cut/trimmed excess growth in the glade area.
- trimmed back vegetation around the paths.

- trimmed around the 6 Silver Birch, and 5 Alder trees, keeping them clear of vegetation.
- continued to cut back Willows growing in pond area.
- cut a 'bench seat' from a large willow cut down a few years ago (see pic).
- kept access open to the Tanyard stream 'in-stream baffles' installed last year.
- planted 6 Black Poplar trees.
- as mentioned, cleared boundary with Gatewick House boundary.

Finance/budget

It was decided at a previous Communities Cttee meeting that a separate budget for Abbey Rd would not be allocated, but that individual requests for funding would be considered.

So far, the only request we have made was for £70, for the 6 Silver Birch trees that we planted in Nov 2021.

Since then, we have sourced (for free) and planted 5 Alder and 6 Black Poplar. Two volunteers have generously donated £25 each to buy some of the wildlife-friendly shrubs mentioned above.

As also mentioned, we hope to do more work on the pond this September.

Previously this was done for free by a local contractor, but we were unable to secure his services again last September when the work needed doing. As it is important we do this, we would like to request a grant from SPC for the work to be done this September. Maximum cost of hire of a mini digger would be c£250 (incl delivery and fuel) . We can provide an experienced driver.

Other grant requests might be for the wildflower plants or seeds for us to grow on, and for the hedging plants later in the year.

Pic1. Willow bench

Pic2. Volunteers with Black Poplar trees

Pic3. Cleared orchard area with daffodils.



Roger Brown. Mar 29th 2023.



Briefing Notes for items 7.2, 7.3, & 7.4

7.2 Dog Fouling on the MPF

Following on from the discussions at the two previous meetings, there was continued concern for what could or should be done about Dog Fouling on the MPF.

We are not the principal litter authority, but because the MPF is our land we are responsible for litter clearance to a reasonable standard. - We must regularly empty bins and keep them relatively clean.

The Wardens have previously been our principal deterrent regarding 'policing' the area against dog fouling but have seldom been in a position to warn individuals about dog fouling because it is so infrequent. Nor have they issued more than a handful of Fixed Penalty Notices for the entire joint parishes over the last many years in this respect.

At the last meeting it was suggested that we ask the street cleaner for a quote to get more involved with dog mess removal for every 24hour period.

We have been quoted as follows.

"Our quote for this would be £25 per day for an hour's removal based on the information gathered to date".

That's £9,125 for the year if we wanted it done every day.

I remind you there is currently no SPC budget contingency for this idea.

7.3 Chandlers Way pocket park proposed community engagement meeting.

We had a wonderful response from our letter calling for local support from nearby residents, but have not been in touch for sometime to update them and discuss their views on the future of the park.

We have not had word from HDC regards our £5,000 grant application as yet {dated 29th March} – I'd like to suggest we arrange for a community engagement meeting anyway with those who responded previously please.

7.4 Small Dole Landfill site virtual briefing

I believe some or all councillors and clerk have been invited to a virtual presentation on the 3rd April (?) – This item is on the agenda in case there is anything to discuss and agree subsequent to the information being received.

Town and Country Planning (Development Management Procedure) (England) Order 2015 NOTICE UNDER ARTICLE 13 OF APPLICATION FOR PLANNING PERMISSION

(Notice 1: This notice is to be printed and served on individuals if Certificate B or C is completed)

Proposed development at:

Name or flat number	Steyning Tennis Club
Property number or name	
Street	Charlton Street
Locality	
Town	Steyning
County	West Sussex
Postal town	
Postcode	BN44 3LE

Take notice that application is being made by:

Organisation name	Steyning Tennis Club		
Applicant name	Title	Mr	Forename
	Surname		

For planning permission to:

Description of proposed development

The proposal comprises the replacement of existing floodlights, that are at the end of their working life, with new energy efficient LED floodlights. Draft reference: PP-11949668

Local Planning Authority to whom the application is being submitted: Horsham District Council

Local Planning Authority address: Parkside
Chart Way
Horsham
RH12 1RL

Any owner of the land or tenant who wishes to make representations about this application, should write to the council within 21 days of the date of this notice.

Signatory:

Signatory	Title	Mr	Forename
	Surname		

Signature

Date (dd-mm-yyyy) 15-03-2023

Statement of owners' rights: The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or lease.

Statement of agricultural tenants' rights: The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

'Owner' means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years.

'Tenant' means a tenant of an agricultural holding any part of which is comprised in the land.

Once completed this form needs to be served on the owner(s) or tenant(s)

Print Form

Item 7.5.1

Supplemental Supporting papers

Briefing Note

– Steyning Tennis Club request for Landowners Support {and or any other representations} regarding replacement of existing floodlights.

Please see additional comments below from the club, in response to Hazel's request for more information regarding the installation.

Hello Hazel,

The LED floodlights will replace the existing lighting units only, i.e. using the same columns and at the same height as the existing floodlights.

LTL floodlighting (a company specialising in sports floodlighting and who were recommended to us by the Lawn Tennis Association) have provided us with a proposed scheme to replace the existing lights that provides similar or better control of light spill than the existing lights. LTL themselves have undertaken similar replacement schemes with the proposed solution at numerous tennis clubs, including for example Woldingham Tennis Club which is in a particularly sensitive environmental area.

We plan to submit a planning application to Horsham District Council next week. The draft application reference is PP-11949668.

Please let me know if you require any more information at this stage.

Best regards,

Detailed Income & Expenditure by Phased Budget Heading 28/02/2023

Month No: 11

Committee Report

Amenities Cttee201 Highways & Lighting

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1001 HDC Cleaning Grant	25,384	12,400	(12,984)	24,800			102.4%	
Highways & Lighting :- Income	25,384	12,400	(12,984)	24,800			102.4%	0
4200 Street Light Energy	889	900	11	900		11	98.8%	
4201 Street Light Maintenance	1,964	2,200	236	2,200		236	89.3%	
4202 Lamp Post Testing	1,305	850	(455)	850		(455)	153.5%	
4210 Road Sweeping	15,081	16,731	1,650	18,250		3,169	82.6%	
4211 Town Improvements	0	500	500	1,500		1,500	0.0%	
4259 Grit	200	200	0	200		0	100.0%	
4260 Pressure wash High St	76	200	124	400		324	19.0%	
Highways & Lighting :- Indirect Expenditure	19,515	21,581	2,066	24,300	0	4,785	80.3%	0
Net Income over Expenditure	5,868	(9,181)	(15,049)	500				
<u>301 Playing Fields</u>								
1004 Reimbursed Charges & donations	583	500	(83)	500			116.7%	
Playing Fields :- Income	583	500	(83)	500			116.7%	0
4276 Tree and Hedge Cutting	3,683	4,050	367	5,000		1,317	73.7%	
4300 Grass Cutting	5,362	5,200	(162)	5,200		(162)	103.1%	
4309 Tree Reports & Essential works	2,232	4,800	2,568	6,000		3,768	37.2%	1,250

Detailed Income & Expenditure by Phased Budget Heading 28/02/2023

Month No: 11

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4310 Grounds Maintenance	1,198	3,212	2,014	3,500		2,302	34.2%	
4312 Waste Removal	1,682	1,331	(351)	1,450		(232)	116.0%	
4320 Play Equipment Inspections	2,312	1,700	(612)	1,800		(512)	128.4%	
4321 Play Equipment & Maintenance	3,197	2,000	(1,197)	2,100		(1,097)	152.2%	
4352 Litter and Bins	2,723	2,937	214	3,200		477	85.1%	
4360 Allotment Maintenance	7,885	400	(7,485)	3,800		(4,085)	207.5%	7,285
Playing Fields :- Indirect Expenditure	<u>30,275</u>	<u>25,630</u>	<u>(4,645)</u>	<u>32,050</u>	<u>0</u>	<u>1,775</u>	<u>94.5%</u>	<u>8,535</u>
Net Income over Expenditure	<u>(29,692)</u>	<u>(25,130)</u>	<u>4,562</u>	<u>(31,550)</u>				
6000 plus Transfer from EMR	8,535							
Movement to/(from) Gen Reserve	<u>(21,157)</u>							
<u>302 Allotments</u>								
1005 Allotment Rents	4,706	4,575	(131)	4,600			102.3%	
Allotments :- Income	<u>4,706</u>	<u>4,575</u>	<u>(131)</u>	<u>4,600</u>			<u>102.3%</u>	<u>0</u>
4253 Water Charges	1,101	1,000	(101)	1,200		99	91.8%	
4256 Repairs, pdh, consumables	25	0	(25)	0		(25)	0.0%	
Allotments :- Indirect Expenditure	<u>1,126</u>	<u>1,000</u>	<u>(126)</u>	<u>1,200</u>	<u>0</u>	<u>74</u>	<u>93.9%</u>	<u>0</u>
Net Income over Expenditure	<u>3,580</u>	<u>3,575</u>	<u>(5)</u>	<u>3,400</u>				
Amenities Cttee :- Income	30,673	17,475	(13,198)	29,900			102.6%	
Expenditure	50,917	48,211	(2,706)	57,550	0	6,633	88.5%	
Net Income over Expenditure	<u>(20,244)</u>	<u>(30,736)</u>	<u>(10,492)</u>	<u>(27,650)</u>				
plus Transfer from EMR	8,535							
Movement to/(from) Gen Reserve	<u>(11,709)</u>							

Request for Use of Bus shelter building and electric for community event

Briefing Note – 9.1

The Chair of the Steyning and District Partnership V + T Committee has requested the following

***“Does SPC have any concerns about us using the bus shelter as our main stage for the Steyning
Vintage Revival? {King’s coronation weekend}***

Obviously, the High Street will be closed so no buses, and can we also use the power?”

Can we consider agreeing use of building and of power please.





