



The Steyning Centre, Fletchers Croft, Steyning
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**TO ALL MEMBERS OF STEYNING PARISH COUNCIL - YOU ARE HEREBY SUMMONED TO THE
PARISH COUNCIL MEETING TO BE HELD ON MONDAY 15th JANUARY 2024 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 Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning 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 20 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 {4 mins}**
 - 4.1** To agree the minutes of the Full Council Meeting held on the 20th of November 2023 as a true and fair record.
- 5.0 MATTERS ARISING {2 mins}** - These items should be taken as read and do not need discussion unless specified
 - 5.1 FULL/23/60.1** Clerk to check reason for absence enquiry, and communicate it to Cllr – **Actioned**
 - 5.2 FULL/23/62.1** District Cllr Finnegan to raise issues concerning Fletchers Croft Stream maintenance and any proposed planning consultation restructuring with appropriate HDC Officers - **Actioned/ See item 6.1**
 - 5.3 FULL/23/63.1** Fletchers Croft Recycling Bin concerns to be part of Steyning Car Park discussions with HDC – **Actioned**
 - 5.4 FULL/23/63.1** Enquiry regarding 'Events' tally on Wardens reports – **See item 7.1**
 - 5.5 FULL/23/64.1** Call for Projects requests taken to Community Committee for response compilation – **Actioned**
 - 5.6 FULL/23/64.2** Twelve Month Implementation Plan Review and covering note sent to HDC – **Actioned/ See item 8.1**
 - 5.7 FULL/23/65.1** SPC's condolences sent to Cllr Chilvers' family in appreciation of his service to our community – **Actioned**
 - 5.8 FULL/23/65.1** Youth Service docs./ recommendations to be brought to Council for agreement– **Actioned / See item 8.2**
 - 5.9 FULL/23/67.4** Cllr Linehan to report on four outstanding items previously raised – **See item 6.3**
 - 5.10 FULL/23/67.7** Clerk to convene Climate Action Group – **See item 8.3**
 - 5.11 FULL/23/70.1** Personnel Committee to discuss and progress staffing matters as per SPC Agreement - **Actioned**
 - 5.12 FULL/23/71.1** Due process regarding 'Respect Resolution' to be actioned if necessary – **To be Actioned if required**
- 6.0 REPORT FROM DISTRICT AND COUNTY COUNCILLORS {15 mins}**
 - 6.1** Cllr Victoria Finnegan – (HDC) update
 - 6.2** Cllr Nicholas Marks – (HDC) update
 - 6.3** Cllr Paul Linehan – (WSCC) update



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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7.0 NEIGHBOURHOOD WARDENS REPORT {10 mins} (See supporting papers).

7.1 To receive the Neighbourhood Wardens reports for November and December 2023

8.0 GOVERNANCE AND COMMUNITY MATTERS {50 mins}, (See supporting papers)

8.1 Hoey – Ainscough Implementation Plan Review Update from HDC, and agree any actions.

8.2 To receive Youth Service recommendations from the Joint Parishes Youth Committee and agree actions.

8.3 To discuss and agree the convening of a proposed combined parishes Climate Action Group

8.4 To discuss the theme of this year's SPC March Annual Parish Meeting – Councillors to bring their ideas please

8.5 To discuss and agree the recommendations from the Working Practices Group concerning the proposed Community Engagement Group

8.6 To discuss and agree the representative SPC Cllr membership on the Community Engagement Group and any other actions

8.7 Following the soon to be published Horsham District Local Plan Regulation 19 document, to discuss and agree in which way SPC wants to compile a response to the consultation request.

9.0 FINANCE MATTERS {25mins} , (See supporting papers)

9.1 To approve the recommendation from the Finance and General Purposes Committee and agree the Steyning Parish Council 2024/2025 Budget and associated Precept request to HDC for 2024/2025, plus the Band D tax figure (Parish Council part only) for the Steyning Parish.

10.0 REPORTS FROM OUTSIDE BODIES {10mins} , (See supporting papers)

10.1 Cllrs Young and M. Alexander – Isolation and Loneliness / PPG update

10.2 Cllrs S. Alexander and Norcross – Wardens Steering Committee

11.0 PROGRESS REPORT - ONGOING ITEMS {5 mins}

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

11.1 Clerk to discuss any new S106 funding opportunities with HDC

11.2 Chair to bring back further information concerning making Steyning a 'Dementia Friendly Town'

11.3 SPC to work with the Steyning Business Chamber to set up Disc reporting system for High Street retailers.

11.4 SPC Bank signatories 'Ex Councillors' to be removed from listings

11.5 Clerk to ensure Community Committee talk about more prevalent Dog Fouling issues

11.6 Clerk to report to SPC when the external auditor is to sign off on end of year reports

12.0 CORRESPONDENCE AND INFORMATION ITEMS {2 mins}

12.1 None at time of publication

13.0 DATE OF NEXT PARISH COUNCIL MEETING: 19th FEBRUARY 2024 at 7.30pm

**John Fullbrook,
Clerk to the Council**