

Published 28th February 2024

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 MARCH 2024 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. NB. Under Data protection regs 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 6th February 2024. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/22/64.1 Clerk to progress Vicarage Lane and Jarvis Lane TRO's – **Actioned/ See item 7.1-2**
 - 5.2** C/23/64.4 Clerk's office to set up Steyning Street sign What's App group – **Actioned**
 - 5.3** C/23/64.3 Letters/ communications concerning progress of White Bridge link project sent – **Actioned/ See item 7.3**
 - 5.4** C/23/64.5 Cllr Finnegan to update on Fletchers Croft Car Park long stay status and gain support from SPC – **Actioned**
 - 5.5** C/23/64.6 Clerk to order finger post equipment as per agreed details - **Actioned**
 - 5.6** C/23/65.1 Clerk to continue to update on SPC Play Area maintenance programme - **See item 6.2**
 - 5.7** C/23/65.3 Further discussion required on Abbey Road Open day details and event plan – **See item 6.1**
 - 5.8** C/23/65.4 Clerk to instruct contractor to complete remaining Hedgerow scope of works for Spring '24 - **Actioned**
 - 5.9** C/23/65.5 Clerk to relay unsuccessful licence application result to Burger Van proprietor, and Cricket Club - **Actioned**
 - 5.10** C/22/65.5 Deputy Clerk to process Pizza Van MPF licence application – **Actioned**
 - 5.11** C/23/65.6 Clerk to respond to Allotment Association communication – **Actioned**
 - 5.12** C/22/65.7 Clerk to progress positively HDC plans to help secure Fletchers Croft open space - **See item 6.7**
 - 5.13** C/23/18.8 Possible installation of a new refuse bin at Abbey Road Open Space – **See item 6.5**
 - 5.14** C/23/43.1 Pathway improvements to Abbey Road undertaken – **Actioned**
 - 5.15** C/23/76.1 Clerk to arrange Digger hire for Abbey Road Pond works as and when required – **See item 6.1**

6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS (supporting papers)

- 6.1 Roger Brown, lead Abbey Road volunteer, to update on Steyning Community Orchard and Abbey Road and to agree any actions if necessary for the planned open day
- 6.2 Following the annual Play Area Inspection Report, to receive an update from the Clerk concerning the ongoing maintenance plan and to consider any other actions necessary.
- 6.3 To discuss and agree plans for the Annual Allotment 'Clear-up' day arrangements for this year
- 6.4 To discuss and agree whether SPC supports an enhanced grass cutting regime at the Steyning welcome sign.
- 6.5 To discuss and agree possible installation of a litter bin at Abbey Road open space.
- 6.6 To consider Steyning Parish dog fouling issues and agree any actions necessary
- 6.7 Clerk to update members of the planned security developments at Fletchers Croft 'Open Space' from HDC
- 6.8 To discuss future project aspirations for the Community Committee

7.0 HIGHWAYS (supporting papers)

- 7.1 To report on the Vicarage Lane Traffic Regulation Order (TRO) application - WSCC reply, and agree a response
- 7.2 To consider and agree support for a Jarvis Lane TRO.
- 7.3 Update from Cllr I Alexander concerning the White Bridge link project, and agree any actions if necessary.
- 7.4 To consider trimming back of Steyning Parish Twittens, and augment Steyning footpath surfaces.

8.0 FINANCE AND GOVERNANCE (supporting papers)

- 8.1 To agree the Community Committee Income & Expenditure report for January 2024

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 from HDC
- 9.2 C/22/30.2 Mouse Lane Drainage W. Party to be convened in April, date TBC.
- 9.3 C/22/76.2 Dog Fouling Clearance Trial period to be discussed April 2024
- 9.4 C/22/18.7 MPF entrance development ideas to be brought back to this committee after next working party in April
- 9.5 C/22/30.5 Chandlers Way Pocket Park W. Party to reconvene in April, date TBC.
- 9.6 C/23/42.4 Clerk to set up a working party to discuss HDC plans for EV Charging points following response from HDC
- 9.7 C/23/43.9 Lost Woods project – Landowners to be encouraged to 'sign-up' with working party members to visit sites
- 9.8 C/23/43.11 Virgin Broadband installation legacy to be brought back to committee following discussion with WSCC Cllr
- 9.9 C/23/64.5 Horsham DC to respond to requests for meeting with SPC to discuss SPC Car Park Plan
- 9.10 C/23/54.5 Clerk to engage Tree consultants to complete exploratory works near Cricket nets – works programmed for 6th March '24.
- 9.11 C/23/64.2 Clerk to organise installation replacement of recycling bin adjacent Bus Shelter – contractor to confirm
- 9.12 C/23/64.6 Clerk to have finger post equipment installed when delivered to SPC
- 9.13 C/23/65.3 Community Engagement committee to consider 'Your Steyning article' to promote Abbey Road open day
- 9.14 C/23/65.8 Remembrance Day service arrangements to be discussed at July Community meeting

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 None at time of printing

11.0 DATE OF NEXT MEETING – 2nd April 2024 at 7.30 pm

**John Fullbrook,
Clerk to the Council**



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