
COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 2nd APRIL 2024 AT 7.30 PM AT THE STEYNING CENTRE

Present: Cllrs I Alexander (Chair), S Alexander, Johnson, Young, Linfield and Hanson.

Clerk: John Fullbrook

Members of the public: 0

Meeting Commenced : 7.32 pm

MINUTES

C/23/81 APOLOGIES FOR ABSENCE

81.1 Apologies received from Cllrs Sharp and Norcross, {with Cllr Lloyd providing late apologies}.

ACTIONS

C/23/82 DECLARATIONS OF INTEREST AND DISPENSATIONS

82.1 None

C/23/83 QUESTIONS FROM THE FLOOR {in summary}

83.1 None

C/23/84 MINUTES OF PREVIOUS MEETINGS

84.1 To agree 5th March draft minutes. Cllr I Alexander **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 5th of March 2024. **Agreed 5 For, 1 Abstained**

C/23/85 MATTERS ARISING AND ACTIONS - These items were taken as read.

85.1 Clerk to order woodchips for spreading onto MPF entrances - **Actioned**

85.2 Roger Brown, Cllr I Alexander & Clerk to complete leaflets/ posters & 'Your Steyning' promotion for Open Day at Abbey Road – **Actioned/ See item 86.1**

85.3 Annual Play equip. maintenance to be brought back for further discussion - **Actioned/ See item 86.2**

85.4 Clerk's office to inform Allotment holders of Skip, Bonfire and Clear-up day arrangements – **Actioned**

85.5 Skip service to be rolled out for Allotmenters – **Actioned**

85.6 Enhanced Grass cutting requester informed of committee's decision - **Actioned**

85.7 Fletchers Croft 'Open Space' security meeting to take place. Clerk to inform committee – **See item 86.6**

85.8 WhatsApp group extended to include reporting of Potholes and blocked drains - **Actioned**

85.9 Vicarage Lane TRO WSCC response - replied to with suggested amendments - **Actioned**

85.10 White Bridge Link Project response awaited – **See item 87.1**

85.11 WhatsApp group extended to include impassable twittens and paths submerged in earth - **Actioned**

- 85.12** Dog Fouling Clearance Trial period to be discussed in April 2024 - **See item 86.4**
- 85.13** Clerk to engage Tree consultants to complete exploratory works near Cricket nets- **Actioned/ item 86.3**
- 85.14** Clerk to organise installation replacement of recycling bin adjacent Bus Shelter - **Actioned**
- 85.15** Clerk to ensure correspondence item taken to F&GP – **Actioned**

C/23/86 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

- 86.1** **Abbey Road Open Day** – Cllr S Alexander updated that preparations were continuing well for the 20th of April event. Flyers had been printed and posters and other promotions were continuing including at the local school. Willing volunteers were being organised by the committee in charge and all members present hoped for a good weather day for those involved.
- 86.2** **Annual Play Inspection Report - ongoing maintenance plan.** The Clerk updated that recently the Normans Play Area works had been completed, which included surface moss, mud and lichen removal works, vegetative cutbacks, replacement of fencing uprights, re-tensioning of fencing supporting wire (to high level), painting of existing Basketball post and (new) hoop to match, plus and replacement of damaged backboard. The Clerk provided 'before' and 'after' pictures, and commended both the contractor for his work and the committee for choosing what was clearly the correct, and as it happens, cheapest option in terms of the scope of works for this project.
- 86.3** **Report on exploratory tree root investigation works at the MPF cricket nets.** The contractor had completed a comprehensive report, as per supporting papers. The Clerk summarised its findings and the members discussed its recommendations. Cllr I Alexander **proposed, seconded** by Cllr Linfield that SPC accept the recommendations from the Tree Surgeon and a price is sought for the appropriate roots to be severed, an anti-fungicidal treatment and the installation of a root barrier. **Agreed.** The Clerk was also asked to pursue possible financial assistance from the Cricket Club. **CLERK**
- 86.4** **Report following Dog Fouling Clearance Trial.** A brief report was provided and summarised by the Clerk. One year's trial had now been completed. Each clearance costed £25 and the service for the year had cost approx. £1800. There had been very few comments/ complaints received by the office from park users and residents, both before the service commenced and subsequent to its starting, however to those who had complained, the trial could at least be put forward as a point of reference in that the Council had attempted to do something rather than nothing. Members discussed other ways of combating dog fouling and thought the money could perhaps be better spent on appropriate signage instead. Cllr I Alexander **proposed, seconded** by Cllr Johnson that SPC end the dog fouling clearance trial. **Agreed** **CLERK**
- 86.5** **Grass cutting report** – The clerk reported positive comments on the new contractor's work.
- 86.6** **Planned security developments at Fletchers Croft 'Open Space' from HDC.** The clerk updated subsequent to an onsite meeting with HDC Parks department officers and representatives from the Steyning Festival. He also presented the 'Option 3' plan via supporting papers which appeared by consensus to give the best site security, yet provide facility enhancement and increased aesthetic value. The Clerk will maintain a supervisory brief for this development. **CLERK**
- 86.7** **Future project aspirations for the Community Committee.** None discussed
- 86.8** **Goal post storage on the MPF.** The clerk confirmed that conversations had taken place with the Steyning Football Club and that a contractor will be used to dismantle them. Then they will be transported back to the Football Club ground, for the club's future use. **CLERK**

C/23/87 HIGHWAYS

87.1 The White Bridge Link project. The Chair updated members on an exchange of communications between the WSCC Highways department and himself and the Clerk. It appeared that a joint Community Funding Award Scheme application would not be an appropriate way forward. WSCC reaffirmed their commitment to the bridge being replaced, but could not guarantee that finance would be found until budgets were formally agreed in February 2025.

87.2.1 Information collected by members concerning Steyning's potholes, blocked drains and issues with paths and twittens. Members discussed the idea that SPC write a letter to WSCC in relation to the perceived poor service received over the last several years in terms of general highway maintenance. Letter to include a spirit of collaboration, by suggesting working together on solutions to issues and include feedback on the reporting system, in that it appears to have become less user friendly, and to include pictures from the WhatsApp group to illustrate the point. Members agreed that District and County Councillors be involved in its compilation.

87.2.2 Cllr I Alexander **proposed, seconded** by Cllr Johnson that SPC write a letter saying that Steyning Parish had been let down by WSCC in relation to issues concerning potholes, blocked drains, poor signage, overgrown twittens and footpath surface maintenance, and include specific items discussed in this meeting. **Agreed**

CLERK

87.3 Definitive Map Modification Order (DMMO) application for the Rifle Range. Cllr Young reported that she and former councillor Gill Muncey had attended the Planning and Rights of Way committee meeting on the 19th March where the application was discussed and spoke in favour of the submission. Statements were read from the landowner and Cllr Linehan who opposed the application. However the legal team who assessed the application felt that it had met the criteria under common law and that the modification could therefore be granted. The motion was agreed 8 for, 1 against and 1 abstained. There is now a six-month period during which an appeal may be made.

C/23/88 FINANCE AND GOVERNANCE

88.1 To accept the I & E Reports. Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Community Income and Expenditure Reports for February '24 be accepted as a true and fair record. **Agreed**

C/23/89 PROGRESS REPORT – All the following items were described as ongoing

89.1 Clerk to obtain permissions for movement of SPC Notice board adjacent High St. car park- **Ongoing**

CLERK

89.2 Mouse Lane drainage W Party to be convened in April - **Clerk awaiting date from the Landowner – Ongoing**

CLERK

89.3 MPF entrance development ideas to be brought back to this committee after next working party to be convened in April - **Ongoing**

CLERK

89.4 Chandlers Way Pocket Park W Party to reconvene in April – **Ongoing**

CLERK

89.5 Clerk to set up a working party to discuss HDC plans for EV Charging points - **Ongoing**

CLERK

89.6 Lost Woods project – Landowners to be encouraged to 'sign-up' with working party members to visit sites - **Ongoing**

CLERK

89.7 Virgin Broadband installation legacy to be brought back to this committee following discussion with Cllr Linehan – **Ongoing**

CLERK

89.8 Horsham DC to respond to requests for meeting with SPC Car Park Plan – **Ongoing**

CLERK

89.9	<i>Clerk to have finger post equipment installed when delivered to SPC – Ongoing</i>	CLERK
89.10	<i>Parish-wide litter/Dog bin provision to be investigated by Chairman and Clerk – Ongoing</i>	CLERK
89.11	<i>Remembrance Day service arrangements to be discussed at July Community meeting – Ongoing</i>	CLERK
89.12	<i>Clerk to receive information from SCO concerning memorial tree installations in the Parish - Ongoing</i>	CLERK
89.13	<i>Jarvis Lane TRO completed to include Committee decisions, resident signed confirmation and submitted to WSCC – The Clerk stated that Cllr Sharp had successfully gained a number of signatories from Jarvis lane residents which can now be appended to the TRO submission - Ongoing</i>	CLERK

C/23/90 INFORMATION / CORRESPONDENCE ITEMS

90.1	HDC Green LEAP Small Business Development Grant Scheme now launched - This scheme from HDC aimed to introduce a fresh focus on supporting business startups and small businesses to achieve their climate improvement ambitions. The Clerk to help promote via SPC Web Site.	CLERK
90.2	Email from Paul Linehan. He planned to meet with WSCC Highways officers on the 22 nd April to discuss in more detail the challenges faced by those attempting to obtain a speed reduction on the A283 (Steyping bypass).	Cllr Linehan
90.3.1	Fallen Tree at Abbey Road. The Clerk had been informed that morning (2 nd April), that a tree had come down and hit a parked car near the Abbey Road Play Area. This was on SPC land. The Clerk arranged for the Tree Warden to attend site with him, and the resident involved, and he confirmed the tree was not diseased but was a small willow tree whose root system could simply not sustain the weight of the tree anymore, during the recent strong winds, and given the recent heavy and persistent rain.	CLERK
90.3.2	The Tree Warden will attempt to complete an initial clearance to provide access for the resident, and another Tree Surgeon will be organised to complete full clearance and chipping works. There will be an ongoing need for the Clerk to further organise fence repairs, replanting and deal with the resident's car repairs claim.	CLERK CLERK
90.4	Thanks from the Chairman. This meeting represented the final convening of this committee in its current form as per agreed for this municipal year and the chairman took the opportunity of thanking committee members for their help and assistance during the last 11 months. Members thanked him in turn for his excellent chairmanship.	

C/23/91 DATE OF NEXT MEETING – 4th June 2024 at 7.30 pm.

Meeting ended at 9.12 pm

Signed by the Chair: Date: 4th June 2024

A recording of this meeting can be found using the following link:

https://youtu.be/z6CgufAN_ul