

Published 28th August 2024

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

Cllrs I Alexander (Chair), Norcross, Bell, Young, S Alexander, Sharp, Hanson, Lloyd & Linfield.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 3rd SEPTEMBER 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 2nd July 2024. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/24/17.1 Clerk to ensure Marley Shed door replacement works are completed – **Actioned**
 - 5.2** C/24/17.3 Armistice Day actions to be progressed and matter brought back to next meeting Clerk - **See item 6.4**
 - 5.3** C/24/17.4 Tessa to action Allotment price increases and to send payment requests – **Actioned**
 - 5.4** C/24/17.5 Clerk to progress Concessionary licence at MPF solutions – **See item 6.6**
 - 5.5** C/24/17.6 Clerk to engage with Cricket club to discuss possible Bollard installation - **Actioned**
 - 5.6** C/24/17.7 Clerk to have signage installed adjacent bins at the MPF – **Actioned**
 - 5.7** C/24/18.2 Clerk to bring back further updates regards TRO progress – **See item 7.1**
 - 5.8** C/24/20.2 Clerk's office to tighten up chasing uncultivated allotment plot issues if necessary & inform SAA – **Actioned**
 - 5.9** C/24/20.3 Clerk to take Steyning sewage works proposed upgrade news and schedule to Full Council – **Actioned**
- 6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS** (*supporting papers*)
 - 6.1** Clerk to update on SPC 'summer recess' maintenance works
 - 6.2** To consider approaching the Steyning in Bloom group to see if they might consider a joint project at the Memorial Playing Field
 - 6.3** To consider notice boards for the MPF, and other areas of interest around the parish, & agree any actions
 - 6.4** To consider further the Armistice Day service planning arrangements, agree running order and other actions

- 6.5 To discuss and agree a skip hire for the autumn period for SPC Allotment holders
- 6.6 To agree any actions concerning concessionary license for the Friday night summer season MPF pitch
- 6.7 To consider the next phase of works and associated community engagement at Chandlers Way pocket park
- 6.8 To discuss this seasons project priorities and consider any future project aspirations for the Community Committee

7.0 HIGHWAYS (*supporting papers*)

- 7.1 Clerk to report on outstanding Traffic Regulation Order progress.

8.0 FINANCE AND GOVERNANCE (*supporting papers*)

- 8.1 To agree the Community Committee Income & Expenditure reports for May, June & July 2024

9.0 PROGRESS REPORT – To discuss and agree, if necessary, any actions concerning the following ongoing items.

- 9.1 C/23/30.2 Mouse Lane Drainage W. Party to be reconvened.
- 9.2 C/23/18.7 MPF entrance development ideas to be brought back to this committee after next working party
- 9.3 C/23/43.9 Lost Woods project – Landowners to be encouraged to ‘sign-up’ with working party members to visit sites
- 9.4 C/23/64.6 Clerk to have finger post equipment installed when delivered to SPC
- 9.5 C/23/75.5 Parish-wide litter/Dog bin provision to be investigated by Chairman and Clerk
- 9.6 C/23/86.8 Goal Posts from the MPF dismantled and taken to Steyning FC for their utilisation
- 9.7 C/23/17.2 Abbey Road Copse working party to convene

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1 None at time of printing

11.0 DATE OF NEXT MEETING – 5th November 2024 at 7.30 pm

John Fullbrook,
Clerk to the Council



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