



The Steyning Centre, Fletchers Croft, Steyning
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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 5th NOVEMBER 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 3rd September 2024. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/23/86.8 Goal Posts from the MPF dismantled and taken off site for utilisation elsewhere – **Actioned**
 - 5.2** C/23/17.2 Abbey Road Copse working party to convene - **See item 6.7**
 - 5.3** C/23/64.6 Clerk to have finger post equipment installed when delivered to SPC – **Actioned**
 - 5.4** C/23/18.7 MPF entrance development ideas to be brought back to this committee after next working party - **item 6.3**
 - 5.5** C/24/27.1 Clerk to ensure High St. noticeboard relocation completed - **Actioned**
 - 5.6** C/24/27.2 Clerk to approach 'Steyning in Bloom' to suggest poss. joint planter project at the MPF– **Actioned/ item 6.8**
 - 5.7** C/24/27.3 Clerk to set up working parties & start proposed project for parish wide noticeboard installations- **Item 6.3**
 - 5.8** C/24/27.4 Clerk and Chair to contact various groups to ensure attendance or otherwise at Armistice Day service, and to bring item back to complete service arrangements at the next Community meeting – **Actioned/item 6.1**
 - 5.9** C/24/27.5 Clerk to arrange for additional autumn skip hire service for Allotment Holders – **Actioned**
 - 5.10** C/24/27.7 Clerk to send out information letter to 150 nearby homes updating on Chandlers Way Project - **Actioned**
 - 5.11** C/24/27.8 Clerk to lobby district and county councils on road directional signage and twitten maintenance – **Item 7.2**
 - 5.12** C/24/28.1 Clerk to continue to liaise with WSCC to continue progress with Steyning TRO projects – **See item 7.1**
 - 5.13** C/24/29.1 Clerk's office to chase two biannual payment/s of HDC Cleansing grants – **Actioned**
 - 5.14** C/24/27.6 Members to report back on Steyning Food Festival vendor potential for MPF service – **Actioned/ item 6.10**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS *(supporting papers)*

- 6.1** To consider further the Armistice Day service planning arrangements, agree running order, and other actions
- 6.2** Abbey Road report including approval for a request from Steyning for Trees and to discuss and agree any amendments to the Abbey Road Management Plan
- 6.3** Update concerning proposed noticeboards for the MPF, (inc. other areas of interest around the parish) & agree any actions following the first of two planned working party meetings
- 6.4** Update concerning current progression of Community Projects
- 6.5** To consider the next phase of works and associated community engagement at Chandlers Way Pocket Park
- 6.6** To discuss and agree purchase of compost bins and consider 'trellis tunnel' walk through for Chandlers Way pocket park.
- 6.7** To agree recommendations from the 'Abbey Road Copse' working party.
- 6.8** To consider and agree any actions following the latest Steyning Bloom committee meeting where an SPC joint project was tabled, plus to approve payment of annual grant as per proposed at F&GP committee.
- 6.9** To receive the latest SPC Allotment Report
- 6.10** Members to report back on food festival vendor potential for possible approach for MPF licence.
- 6.11** Digital screen installations (Car Parks in Steyning). To discuss any actions following recent news from HDC
- 6.12** 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 SPC Traffic Regulation Order progress.
- 7.2** Report from the Clerk concerning improved engagement from the WSCC Highways department
- 7.3** DMMO decision notification – positive response to the joint parish {Bramber & Steyning} Map Modification Order #3330824 application – {footpath between Coombe Drove and Bostal Road}.
- 7.4** To consider and agree possible redesignation request for the Newmans Gardens car park

8.0 FINANCE AND GOVERNANCE *(supporting papers)*

- 8.1** To agree the Community Committee Income & Expenditure reports for August and September 2024
- 8.2** To receive notification of payment made to the Steyning & District Partnership in consideration of a previous agreement concerning the White Bridge link project
- 8.3** To receive the Community Committee 2025/26 Budget for initial consideration , with a view to agreement at the next Community Committee meeting in December
- 8.4** To discuss and agree support for the Chanctonbury Landfill Action Group following an email request, and news on recent developments
- 8.5** Southern Water consultation request – a local community contribution to the revised draft Water Resources Management Plan – To discuss and agree any actions

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/23/43.9 Lost Woods project – Landowners to be encouraged to 'sign-up' with working party members to visit sites
- 9.3** C/23/75.5 Parish-wide litter/Dog bin provision to be investigated by Chairman and Clerk
- 9.4** C/24/27.6 Clerk continues to seek MPF Concessionary Licence fee or potentially take vendor to small claims court
- 9.5** C/24/27.8 Black & white vintage sign to receive maintenance {Bostal Road}

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1** None at time of printing

11.0 DATE OF NEXT MEETING – 3rd December 2024 at 7.30 pm

**John Fullbrook,
Clerk to the Council**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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