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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 14th APRIL 2025 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 Cllrs of their personal interests in regards matters on the agenda & 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 {6 mins}**
 - 4.1** To agree the minutes of the Full Council Meeting held on the 17th of February 2025 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/24/94.2** Addendum amended and placed with the 20th January Minutes – **Actioned**
 - 5.2 FULL/24/97.1** SPC's support for the Cricket Club's desire to develop the clubhouse taken to F&GP – **Actioned**
 - 5.3 FULL/24/99.4** HDC Committee meeting to be convened in south of region, with more details via Cllr Finnegan-**Actioned**
 - 5.4 FULL/24/99.8** West Sussex healthy and wellbeing board details to be sent to the clerk for distribution – **Actioned**
 - 5.5 FULL/24/99.10** The digital display board potential transference of assets discussion taken to F&GP – **Actioned**
 - 5.6 FULL/24/100.1** Councillor to make progress towards sanctions resolution – **See item 8.1**
 - 5.7 FULL/24/100.1** Cllr Norcross to relay negative response from Councillor to the monitoring office – **Actioned**
 - 5.8 FULL/24/100.2** Potential webcam installation within clock tower idea taken to F&GP Committee – **Actioned**
 - 5.9 FULL/24/100.2** Publicity concerning Tower clock renovations to be taken to Community Engagement party – **Actioned**
 - 5.10 FULL/24/100.3** SPC meetings schedule to be published and distributed – **Actioned**
 - 5.11 FULL/24/100.4** Annual Parish Theme and presenters to be pursued and confirmed by the Clerk – **Actioned**
 - 5.12 FULL/24/101.1** Clerk to convene first N. Plan Steering Committee on the 18th February – **Actioned**
 - 5.13 FULL/24/101.3** Police's 'Month of Action' events information to be sent via the Clerk back to police (if any) – **Actioned**
 - 5.14 FULL/24/105.1** Further discussion about Devolution asset acquisitions & potential restructuring brought back – **Item 15**
 - 5.15 FULL/24/105.1** Clerk to write to HDC to signal willingness to discuss any potential transfer of assets – **Actioned**
- 6.0 NEIGHBOURHOOD WARDENS REPORT {5 mins} (See supporting papers).**
 - 6.1** To receive the Neighbourhood Wardens reports for February and March 2025



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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7.0 REPORT FROM DISTRICT COUNCILLORS {20 mins}

7.1 Cllr Victoria Finnegan – (HDC) update

7.2 Cllr Nicholas Marks – (HDC) update

8.0 GOVERNANCE {15 mins}, (See supporting papers)

8.1 To receive a statement from the Chair in regards any progress towards code of conduct sanctions resolution.

8.2 To approve payment to a contractor as per recommendation from F&GP Committee

8.3 To consider pictures of Steyning Parish Councillors being used on the SPC website to help identification

8.4 To consider a response to a police antisocial behaviour community consultation request

9.0 REPORTS FROM OUTSIDE BODIES {20 mins}, (See supporting papers)

9.1 Cllrs Young, Hanson and M Alexander – Isolation and Loneliness / PPG update

9.2 Cllrs Johnson, Bell & M Alexander – Climate Action Group. To receive recommendations and agree any actions

9.3 Cllrs S Alexander and Linfield – Joint Parishes Youth Committee. Receiving reports and agree any actions

10.0 NEIGHBOURHOOD PLAN REVIEW {15 mins}, (See supporting papers)

10.1 Update from Cllr Bell with regards to progress being made by the Neighbourhood Plan Steering Committee, and agree any actions

11.0 COMMITTEE MINUTES TO BE RECEIVED BY FULL COUNCIL {8mins} (Supporting papers)

11.1 Community Committee – To receive the Minutes and draft Minutes from the meetings held on the 3rd September '24, 5th November '24, 3rd December '24, 4th February '25 and the 4th March 2025.

11.2 Finance and General Purposes Committee – To receive the Minutes and draft Minutes of the meetings held on the 9th July '24, 10th Sept. '24, 8th Oct. '24, 10th Dec. '24, and the 11th March 2025

11.3 Planning and Premises Committee – To receive the Minutes and draft Minutes of the meetings held on the 22nd July '24, 19th Aug. 23rd Sept '24, 28th Oct '24, 25th Nov '24, 16th Dec '24, 27th Jan '25, 24th Feb '25 and the 24th March 2025.

11.4 Personnel Committee – To receive the draft Minutes from the meetings held on the 13th November 2024.

11.5 Neighbourhood Planning Steering Committee - To receive the Minutes and draft Minutes from the meetings held on the 5th and 26th of March 2025.

12.0 PROGRESS REPORT - ONGOING ITEMS {1 min}

To receive the following ongoing items – these will be taken to next Full Council meeting, with no discussion necessary

12.1 Chair & Clerk to speak with representatives to discuss parish wide disability awareness & bring back Full Council

12.2 Youth service team to make future presentation to SPC Full Council

12.3 Potential High St. Wi-Fi masts adoption to be explored by Cllr Finnegan and Clerk

12.4 Working Practices Group to convene to discuss disposals policy amendment, and Financial Regulations update

13.0 CORRESPONDENCE AND INFORMATION ITEMS {1 mins}

13.1 Note from the Chairman, for Cllrs to complete their committee and representational preferences

14.0 CONFIDENTIAL SESSION - To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3d to exclude the press and public on the grounds that the confidential matters to be discussed under item 15 may involve disclosure of personal or privileged information which would be inappropriate to put in the public domain.

15.0 POTENTIAL FUTURE STAFFING AND GOVERNANCE MATTERS – {20 mins}

15.1 To further consider potential restructuring of Steyning Parish Council in the light of matters arising from discussions concerning Local Government devolution, and to agree any actions.

16.0 DATE OF NEXT FULL COUNCIL MEETING: 19th MAY 2025 at 7.30pm

John Fullbrook

Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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