



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 8th APRIL 2025 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 4th March 2025. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1 C/24/71.2** Play Area remedial works delegated to Clerks office – **Actioned**
 - 5.2 C/24/71.4** Clerk to arrange Cil Monies application to go towards interpretation panels installation – **Actioned**
 - 5.3 C/24/71.4** Clerk and District Partnership Reps to pursue new interpretation panel funding application – **See item 6.4**
 - 5.4 C/24/71.5** Clerk's office to purchase VE Day flags – **Actioned / See item 6.5**
 - 5.5 C/24/71.5** Donation received for VE Day flags from Cllr Hanson – **Actioned**
 - 5.6 C/24/71.3** Clerks office to organise Field trip with school to action planting programme phase 1 – **See item 6.3**
 - 5.7 C/24/71.6** Replacement High Street Bench to be actioned – **See item 6.6**
 - 5.8 C/24/71.7** Series of skips organised for Allotment clearance weeks – **Actioned**
 - 5.9 C/24/71.8** Possible Bat Box purchases for Abbey Road – **See item 6.2**
 - 5.10 C/24/72.1** Earmarked Reserve requests taken to F&GP – **Actioned**
 - 5.11 C/24/38.11** Clerk to take digital screen transfer of ownership discussion to F&GP Committee – **Actioned**
 - 5.12 C/24/60.2** Clerk and Chair to meet on site {25th March} with OART reps. to discuss riparian ownership requirements – **Actioned / See item 6.1**
 - 5.13 C/24/61.2** Black and White Vintage road sign at Bostal road to be repainted – **Actioned**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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

- 6.1** Abbey Road – Meeting with EA and OART reps to discuss the streams riparian management requirements and agree any actions.
- 6.2** To discuss and agree potential Bat Box purchases for Abbey Road
- 6.3** Update regarding future Steyning Primary School field trip to complete phase 1 of Chandlers Way Pocket Park planting, and agree any actions.
- 6.4** Update on MPF Interpretation panel and planters project, following meeting with SDNP representative
- 6.5** VE Day Commemorations update.
- 6.6** To discuss and agree replacement bench {adjacent Fire station entrance}.
- 6.7** To discuss and agree High Street planters installation match funding, as potential Town Improvement project
- 6.8** To receive members comments in consideration of the work being achieved by the current Grass Cutting and Street Cleaning contractors
- 6.9** To discuss this seasons project priorities and consider any future project aspirations for this Committee

7.0 FINANCE AND GOVERNANCE *(supporting papers)*

- 7.1** To agree the Community Committee Income & Expenditure reports for February 2025
- 7.2** To discuss and agree to recommend to F&GP an MPF Licence for trading agreement as per supporting papers.

8.0 ONGOING ITEMS – These items to be taken forward to the next Community Meeting Agenda.

- 8.1** C/23/30.2 Mouse Lane Drainage project
- 8.2** C/23/43.9 Lost Woods project
- 8.3** C/23/75.5 Parish-wide litter/Dog bin provision
- 8.4** C/24/27.6 Clerk's office to take MPF non-paying vendor to small claims court
- 8.5** C/24/49.2 Log seating, lockable gate, trees, hedge and trellis installed at Chandlers Way
- 8.6** C/24/68.2 DIY Dog washing machine to be brought back to future agenda
- 8.7** C/24/71.3 Chandlers Way residents working party to convene
- 8.8** C/24/71.7 Allotment Clearance day, organised for the 12th April 2025

9.0 INFORMATION / CORRESPONDENCE ITEMS

- 9.1** Traditional hedgerow management at Abbey Road – photos of the work completed

10.0 DATE OF NEXT MEETING – 3rd June 2025 at 7.30 pm

**John Fullbrook,
Clerk to the Council**



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Deputy Clerk: Leanne Poole

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