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TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs Sharp (Chair), S Alexander (Vice), Norcross, Trundle, Ballance, Foxwell, M Alexander, I. Alexander and Johnson.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE TO BE HELD ON TUESDAY 13th MAY 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 thereafter to the general public.

AGENDA

1.0 APOLOGIES FOR ABSENCE – to receive and accept apologies for absence.

2.0 DECLARATIONS OF INTEREST – disclosure by Councillors of personal interests regarding matters on the agenda, and whether the councillor believes their interest is prejudicial under the terms of the SPC 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 or (preferably) to answer questions which have been submitted in writing to the Clerk by noon on Monday 12th May 2025.*

4.0 MINUTES OF PREVIOUS MEETING. To agree the Draft Minutes for the meeting held on the 11th March 2025 as a true and fair record.

5.0 MATTERS ARISING AND ACTIONS - These items to be taken as read

5.1 F&GP/24/53.3 Clerk to add three additional Earmarked General Reserves to SPC Accounts **– Actioned**
5.2 F&GP/24/53.4 Clerk to verify Climate Action Page activated on SPC Website **– Actioned**
5.3 F&GP/24/53.5 Clerk's office to process SCO grant application for £100 **– Actioned**
5.4 F&GP/24/53.5 Clerk's office to process Partnership grant application for £400 for Revival meeting **– Actioned**
5.5 F&GP/24/53.5 Clerk's office to process First Responders grant application for £125 for defibrillator sponsor – **Actioned**
5.6 F&GP/24/53.5 Clerk's office to process Partnership grant application for £350 for Country Fair **– Actioned**
5.7 F&GP/24/53.5 Clerk's office to process 4Sight Vision org. grant application for £390 **– Actioned**
5.8 F&GP/24/53.8 Clerk's office to inform vendor that they have licence permissions to trade on the MPF **– Actioned**
5.9 F&GP/24/53.9 Clerk to inform HDC that SPC approves the new Wardens three year contract and to sign doc. **– Actioned**
5.10 F&GP/24/53.10 Clerk's office to pay Scaffolding contractors - £1,650 plus £300 adaptation fees **– Actioned**
5.11 F&GP/24/53.10 F&GP Recommendation for payment of Clock renewal work taken to Full Council **– Actioned**
5.12 F&GP/24/53.11 Clerk's office to process Vintage Years annual grant application for £1,500 **– Actioned**
5.13 F&GP/24/54.1 High Street Clock Ad placed in Your Steyning **– Actioned**
5.14 F&GP/24/54.1 Wardens promo social media postings made on monthly basis **– Actioned**
5.15 F&GP/24/54.2 Clerk to send letter of support for permissive path proposal **– Actioned**
5.16 F&GP/24/54.3 Clerk to work with Partnership on letter of support for grant app. for interpretation boards **– Actioned**

6.0 FINANCIAL AND CONTRACTURAL MATTERS – ***(Supporting papers)***

6.1 To approve the list of SPC payments for February 2025 and March 2025.
6.2 To agree F&GP Income & Expenditure reports for February2025 and March 2025.

6.3 To consider increase to weekly bin emptying frequency for summer season – costed at £32 per week.
6.4 To discuss and agree a new engagement strategy for residents and especially in relation to the Farmers Market ongoing monthly arrangement for Cllrs attendance
6.5 To consider and agree an application for a grant for an allotment community plot installation
6.6 To discuss and agree any financial commitment to the renovation of the High Street railings adjacent the mini roundabout

7.0 GOVERNANCE AND COMMUNITY MATTERS – ***(Supporting papers)***
7.1 To consider a proposal from the Steyning and District Partnership for the transference of assets to SPC as per detailed within the supporting papers
7.2 Update concerning CCTV working party progress, and to discuss and agree any recommendations concerning this project
7.3 To consider potential issue regarding an Ice Cream Vendor's unlicensed use of MPF Car Park

8.0 ONGOING ITEMS
To receive the following ongoing items and to understand they will be taken to the next F&GP meetings

8.1	F&GP/23/67.5	The need for an out of hours security call out service for the Steyning Centre to be discussed
8.2	F&GP/24/08.2	CCTV project to be further discussed with contractors on site
8.3	F&GP/24/53.4	Spotlights onto the Clock Tower as a proposed project to be brought back
8.4	F&GP/24/53.6	Digital Screens acquisition to be progressed, with Partnership support
8.5	F&GP/24/53.7	Communications to continue with Cricket Club concerning proposed club house development
8.6	F&GP/24/53.7	Clerk to contact SPC solicitors to discuss lease options for Cricket Club renewal
8.7	F&GP/24/53.7	Clerk to contact WSCC to obtain advice in consideration of WSCC property disposals policy
8.8	F&GP/24/53.7	Clerk to contact NALC to obtain legal advice behind note LTN 56
8.9	F&GP/24/53.10	Clerk to install double socket in Clock Tower for future camera installation
8.10	F&GP/24/53.10	SPC to publish strategy for the future of clock tower clock-face future renewal
8.11	F&GP/24/54.1	A3 *conservation* signs to be purchased for Abbey Road

9.0 INFORMATION/CORRESPONDENCE ITEMS
9.1 None at time of printing

10.0 DATE OF NEXT MEETING – 8th July 2025

John Fullbrook,
Clerk to the Parish Council

Parish Clerk: **John Fullbrook** Email: **clerk@steyningpc.gov.uk**
Deputy Clerk: **Leanne Poole** Email: **leanne.poole@steyningpc.gov.uk**