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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 21st JULY 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 Steypning Parish Council. Members of the public are also advised that by attending a meeting of Steypning 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 {2 minutes}** - 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 16th of June 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/25/24.2** Clerk to pass on gratitude of Council to Warden Michael Pearce after 14 years sterling service – **Actioned**
 - 5.2 FULL/25/25.1** Clerk to deal with S106 non-financial obligation request for information from HDC - **Actioned**
 - 5.3 FULL/25/25.1** District Cllr Finnegan to continue to pursue influential discussions with Vistry, re Glebe Fm – **Actioned**
 - 5.4 FULL/25/25.1** Cllrs to put forward questions and attend if possible the HDC meeting on the 16th July – **See item 7.1**
 - 5.5 FULL/25/25.1** A timescale for devolution was requested from Cllr Finnegan by SPC members – **Actioned**
 - 5.6 FULL/25/26.2** Cllr Finnegan to send answer to question raised via Clerk to members concerning Fees – **Actioned**
 - 5.7 FULL/25/26.1** Sanctions on Cllr Campbell withdrawn and new Code of Conduct sent to HDC – **Actioned / item 8.1**
 - 5.8 FULL/25/26.1** SPC to readopt Civility and Respect resolution concerning Cllr Campbells behaviour – **Actioned / item 8.1**
 - 5.9 FULL/25/26.4** Updated and agreed SPC policies to be put on web site – **Actioned**
 - 5.10 FULL/25/27.3** Feedback from SPC Cllrs re the Walking and Cycling plan to go to Cllr Johnson – **See item 9.3**
 - 5.11 FULL/25/14.3** Potential High St. Wi-Fi masts adoption to be explored by Cllr Finnegan and Clerk – **See item 7.1**
 - 5.12 FULL/25/14.4** Cllrs to provide head & shoulders photos to the Clerk's office for inclusion on SPC Website - **Actioned**
 - 5.13 FULL/25/32.1** Ill Health invoice to be paid by SPC - **Actioned**
- 6.0 NEIGHBOURHOOD WARDENS REPORT {5 mins}** (See supporting papers).
 - 6.1** To receive the Neighbourhood Wardens reports for June 2025, and staffing update.
- 7.0 REPORT FROM DISTRICT COUNCILLORS {20 mins}**
 - 7.1** Cllr Victoria Finnegan – (HDC) update
 - 7.2** Cllr Nicholas Marks – (HDC) update



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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8.0 GOVERNANCE {45 mins}, (See supporting papers)

- 8.1** The F&GP Committee resolved on the 8th July to put a special motion on this agenda and gained 9 signatures, stating that Full Council with immediate effect rescinds its decision of the 19th May '25, extending the sanctions against Cllr Campbell, contingent upon him also withdrawing the proposed Judicial Review proceedings.
- 8.2** SPC to review its decision concerning agreement to send a code of conduct to HDC in order to extend the sanctions placed upon Cllr Campbell based upon his non-compliance.
- 8.3** Update from the Clerk on Personnel Committee's compilation of *the impact assessment on the business of the Council during the sanctions period*.
- 8.4** When further considering a way forward to achieve a positive resolution, or to find alternative pathways in order for SPC to maintain a collaborative and productive working culture, members of the Personnel Committee resolved to recommend presenting to Full Council a vote of 'No Confidence' in Cllr Campbell.
- 8.5** Following a recommendation from the Personnel Committee, SPC should discuss and agree that the Personnel Committee does not take any further complaints about the Clerk from Cllr Campbell.
- 8.6** 'Have your say on Local Government reorganisation in West Sussex' consultation – to agree its promotion

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

- 9.1** Cllrs Young and Hanson – Isolation and Loneliness / PPG update
- 9.2** Cllr Lloyd / Norcross– HALC representative
- 9.3** Cllr Johnson - Climate Action Group – reminder to Cllrs for feedback regarding Walking and Cycling Plan.

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

- 10.1 Community Committee** – To receive the Minutes and draft Minutes from the meetings held on the 8th April and the 3rd June 2025.
- 10.2 Finance and General Purposes Committee** – To receive the Minutes of the meeting held on the 13th May 2025
- 10.3 Planning and Premises Committee** – To receive the Minutes and draft Minutes of the meetings held on the 28th April, 27th May and the 23rd June 2025.
- 10.4 Personnel Committee** – To receive the Minutes from the meeting held on the 15th May 2025.
- 10.5 Neighbourhood Planning Steering Committee** - To receive the Minutes from the meeting held on the 1st May 2025.

11.0 PROGRESS REPORT - ONGOING ITEMS {0 mins}

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

- 11.1** Chair & Clerk to speak with representatives to discuss parish wide disability awareness & bring back Full Council
- 11.2** Youth service team to make future presentation to SPC Full Council
- 11.3** Clerks office to work with Jane Eaton's team to elaborate upon potential *HDC assets to be transferred* details
- 11.4** Alternative Play Area inspection service provision to be sought
- 11.5** Cllr Campbell to provide an apology to Council and Clerk
- 11.6** Clerk to bring back Privacy Notice amendment to future Full Council
- 11.7** SPC to support the main two priorities of the LWCP – Pedestrian crossing at Castle Lane, and White Bridge cycle route
- 11.8** Clerk to take 3 LWCP actions to Community Committee {Bike Racks, Twitten Scheme & Convex mirror install}
- 11.9** Clerk to initiate 'Open' discussions on Devolution with other Parishes subsequent to HDC Asset List receipt
- 11.10** Clerk to move SPC towards Town Council status and bring back to Full Council
- 11.11** Clerk to inform all outside bodies about new SPC Cllr representation
- 11.12** Personnel Committee to compile an impact assessment on the business of the Council during the sanctions period
- 11.13** Clerks office to transfer pre 2000 signed Minutes hard copies to Chichester Records Office
- 11.14** Digital screen electrical supply query to be brought back to Community Committee
- 11.15** Subject Access Requests to be dealt with by the Clerk

12.0 CORRESPONDENCE AND INFORMATION ITEMS {4 mins}

- 12.1** None at time of publication

13.0 DATE OF NEXT FULL COUNCIL MEETING: 15th SEPTEMBER 2025 at 7.30pm

John Fullbrook, Clerk to the Council



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