



The Steyning Centre, Fletchers Croft, Steyning
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TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

Cllrs I Alexander (Chair), Norcross, Johnson, Young, S Alexander, Sharp, Hanson, Lloyd & Linfield.

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 2nd SEPTEMBER 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 3rd June 2025. (*Supporting Papers*)
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/25/07.1 Steyning tennis club permissions for court resurfacing works agreed and relayed to club – **Actioned**
 - 5.2** C/25/07.3 Projects update – the clerk to take Community priorities to F&GP – **Actioned**
 - 5.3** C/25/07.6 Clerk to work with Cricket Club on precise location of interpretation board installation – **Actioned**
 - 5.4** C/25/07.6 Clerk to inform District Partnership that they can proceed with planning application as ‘agent’ – **Actioned**
 - 5.5** C/25/07.6 Clerk to distribute pdf interpretation board design for members to complete final proof reading–**Actioned**
 - 5.6** C/25/07.6 Clerk to ensure interpretation board project is top priority for the coming year – **Actioned**
 - 5.7** C/25/07.7 Clerk to pass on positive response to vehicular access request & complete signed agreement – **Actioned**
 - 5.8** C/24/27.6 Clerk’s office to take MPF non-paying vendor to small claims court – **Actioned**
 - 5.9** C/25/07.8 Both elements of the Tree Assessment Audit to proceed – **Actioned**
 - 5.10** C/24/81.1 Clerk to begin Com. Engagement with 10 properties adjacent the Abbey Road stream – **See item 7.3**
 - 5.11** C/25/07.9 Vistry agree to ongoing SPC engagement with regards to Play Area installation at Glebe Fm – **Actioned**
 - 5.12** C/25/07.10 Clerk to relay to WSCC Highways engineers that non wooden ‘Railings option’ would not work – **Actioned**
 - 5.13** C/25/07.11 Deputy Clerk to ascertain date for DMMO Court appearance representation & ensure covered – **Item 7.1**
 - 5.14** C/25/10.3 Clerk to inform Steyning FC that Pitch Marking diagram is fine to proceed for this season – **Actioned**
 - 5.15** C/25/10.4 Memorial Bench request details to be brought back to Committee – **Actioned / See item 7.2**
- 6.0 FINANCE AND GOVERNANCE** (*supporting papers*)
 - 6.1** To agree the Community Committee Income & Expenditure reports for April, May, June & July 2025



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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

- 7.1** Outstanding DMMO Court proceedings date agreement – an update from the Clerk
- 7.2** Memorial Bench request which involves different approach/design concept, therefore needing recommendation from this committee before going to F&GP for potential grant decision
- 7.3** Update from the Clerk concerning urgent and ongoing stream bank management at the Abbey Road site
- 7.4** To consider and agree the future management of Steyning's twittens and urban pathways.
- 7.5** Request from the Allotment Association for an additional autumn skip service as per last year.
- 7.6** To consider and agree to recommend to F&GP the acquisition of HDC Land Assets as set out and detailed within the supporting papers, and to discuss and agree any other requirements to ensure these assets are managed effectively for Steyning residents.

8.0 ONGOING ITEMS NOTIFICATION – Any actions or ongoing items from the June meeting not dealt with within this agenda will be taken forward to the next Community Meeting.

9.0 INFORMATION / CORRESPONDENCE ITEMS

- 9.1** Information concerning work in progress or achieved over the summer period, which is representative of this committee's delegated responsibility, and which has not been dealt with on this agenda already under other items.

10.0 DATE OF NEXT MEETING – 4th November 2025 at 7.30 pm

**John Fullbrook,
Clerk to the Council**



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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