

MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 21st JULY 2025 AT 7.30PM

Councillors Present : Cllrs Norcross (Chairman), Hanson, Sharp, Johnson, Foxwell, Linfield, Lloyd, I Alexander, M Alexander, Campbell, S Alexander and Ballance.
Clerks in attendance : John Fullbrook
Members of the Public : 14 {inc. District Cllrs Victoria Finnegan and Nick Marks}
Meeting commenced : 7.30 pm

DRAFT MINUTES

ACTION

FULL/25/34 APOLOGIES FOR ABSENCE

34.1 Apologies received from Cllrs Bell, Young and Trundle.

FULL/25/35 DECLARATIONS OF INTEREST

35.1 Cllr Campbell sought, and was granted, dispensation to take part in the discussion {but not to vote} for all agenda items under FULL/25/41.

FULL/25/36 QUESTIONS FROM THE FLOOR {in summary}

36.1.1 Q - Mr Cree presented the Council with a copy of his self-published book entitled 'The Clock Tower Affair', and stated that *'the overwhelming evidence within my book, and from other sources, clearly demonstrates that the Steyning Parish Council are the rightful and lawful owners of the Steyning Clock Tower. Will the Council seek the legal opinion of the SPC solicitor & provide the solicitor with all of the evidence that is available, including my book?'*

36.1.2 A – *The Chair replied - No, yet again (in reference to the several similar requests from Mr Cree), the Council will not be seeking advice from solicitors, and as far as this council is concerned, the matter of the ownership of the Clock Tower is closed. We have not seen any definitive proof that we have ever owned it.*

36.2.1 Q – *A resident asked whether Cllr Campbell has or was going to apologise to the Clerk as per the HDC Standards sanctions*

36.2.2 A – *The Chair replied he had not, and Cllr Campbell further stated he would not be apologising because he has an outstanding appeal with the ombudsman, and would not do so until that is determined.*

36.2.3 Q – *The same resident wondered if HDC had a plan for devolution yet, and whether there would be assets they would let go that would affect Steyning and what extra costs could arise because of that?*

36.2.4 A - *The Chair decided this might be something the District Councillor could respond to, and Cllr Finnegan agreed she could deal with the latest position as part of her HDC report (which would be heard under item 40.1)*

FULL/25/37 MINUTES OF PREVIOUS MEETING

37.1 Cllr Norcross **proposed, seconded** by Cllr S Alexander that the minutes for the meeting dated the 16th June 2025 be accepted as a true and fair record. **Agreed. 7 For, 1 Against, 4 Abstained.**

FULL/25/38 MATTERS ARISING – These items were taken as read

- 38.1** Working Practices Group to convene to discuss policy amendments – **Actioned**
- 38.2** Clerk to distribute Walking and Cycling Plan and Cllrs to feedback – **Actioned / See item 42.3**
- 38.3** Clerk to attend Asset transference webinars and look to begin Business Plan – **Actioned / item 40.1.5**
- 38.4** Clerk to write to HDC to ensure their Steyning orientated Assets List could be delivered ASAP - **Actioned**
- 38.5** Declaration of Office forms signed and filed for Chair and Vice Chair – **Actioned**
- 38.6** Clerk's office to update and distribute Committee and Group membership listings for 2025/26-**Actioned**
- 38.7** Standing Orders, Financial Regs. Finance Risk Assessment policy Docs amended & published – **Actioned**
- 38.8** 20 SPC readopted SPC Policies, dates to be changed and published on SPC website – **Actioned**
- 38.9** Clerk to subscribe to HALC/NALC/WSALC/SLCC & Open Spaces Society for the next year – **Actioned**
- 38.10** Insurance Cover noted to 31st August – Clerk to begin Schedule review for next year – **Actioned**
- 38.11** Asset Register to be published, and review begun for the next municipal year – **Actioned**
- 38.12** SPC's General Power of competence renewal noted on SPC Website – **Actioned**
- 38.13** Progress report and Matters arising to be brought back for this agenda – **Actioned**

FULL/25/39 NEIGHBOURHOOD WARDENS REPORT

- 39.1** Warden Alison Page was in attendance to read through the pertinent points from the June 2025 Wardens report. She updated on progress with the Steyning refuge becoming a dog training centre, on electric scooter usage and user education via direct challenge and via social media promotions. Also the Boardgame café and its benefits were discussed. She also reported on the selection process for the Wardens job vacancy.
- 39.2** There was an issue raised concerning misuse of bicycles on the Steyning highways that Alison will look out for in the future.

FULL/25/40 REPORT FROM DISTRICT COUNCILLORS (In Summary)

- 40.1.1** **Cllr Victoria Finnegan – (HDC) update, 1. HDC Local Plan latest** – Based upon the inspector's concerns, HDC will likely withdraw its current Local Plan, and rapidly prepare a new plan. On the 23rd July the HDC policies and scrutiny committee will be assessing recommendations and report to cabinet, and this will be voted on the 6th of August – this is likely to approve withdrawing the Plan. A new plan would likely be ready for submission in late 2027.
- 40.1.2** **2. Devolution / Local Government Reorganisation** – A number of variants were discussed, with one single authority option being considered too big. In March 26 the new mayoral strategy is to be voted in place. May 26 elections for the Mayor undertaken. May 27 elections for new authority.
- 40.1.3** **3. HDC Meeting for the South hosted by the Steyning Centre** – Meeting went well. A motion was put forward for a 20 mile per hour scheme in Storrington. HDC have said that they are happy to support similar Parish schemes elsewhere.
- 40.1.4** **4. Glebe Farm** – Ground and Air Source Heat pumps to be used instead of Gas. The Reserved Matters Application is still awaited.
- 40.1.5** **5. Asset Transfer** – There is a draft policy which could be approved within a week.
- 40.1.6** **6. High Street Wi-Fi installation** – Hoping for a revised plan from 'North' Wi-Fi company which would involve current infrastructure
- 40.1.7** **7. SPC Governance issues** – Victoria offered her help in assisting in resolution of any issues if any individuals were interested

- 40.1.8** **8. Questions** – Would the withdrawal of the Local Plan mean there is higher risk of speculative development? – This is unclear.
Have income figures for the Car Parks been given? Not yet, but these will emerge when Parish Councils request further details.
When might a revised Wi-Fi installation plan be forthcoming? This is also unclear, but there is a hope that the completed project would allow for a two-year, fee-free maintenance period.
- 40.2** **Cllr Nicholas Marks {HDC Update}**
Nothing to add
- FULL/25/41** **GOVERNANCE**
- 41.1** **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.** **CLERK**
The Chair suspended the 2-minute rule for all Governance items at this meeting.
Cllr Norcross **proposed, seconded** by Cllr S Alexander that SPC 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. **Agreed 11 For, 1 Abstained**
- 41.2** **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.** **CLERK**
Cllr Norcross **proposed, seconded** by Cllr Foxwell that the Chair is delegated to submit a further Code of Conduct complaint to HDC about Cllr Campbell due to his refusal to apologise to the Clerk and to the Council (SPC) as mandated by the sanctions laid against him by HDC and adopted by SPC at the January 2025 Full Council Meeting. **Agreed**
- 41.3** **Update from the Clerk on Personnel Committee's compilation of the impact assessment on the business of the Council during the sanctions period.** **CLERK**
The Personnel Committee made a recommendation to Full Council to agree a decision to complete an impact assessment on the business of the Council during the sanctions period, and reaffirmed this at their meeting on the 14th July, with this time some more criteria being outlined for councillors to consider. In advance of the meeting the Clerk put together a flow chart, in which he tried to encapsulate the cycle of disruption over the last 14 years, which had become the norm for this Parish Council. The point being that this provides a juxtaposition to that period of investigation.
The Clerk reported there had been two short periods of near normality within the last 14 years, and this most recent nearly 4-month period which was being discussed is one of them. The next Personnel meeting will be in September at which time that committee will more comprehensively cover this threat to SPC's proposed future business model.
- 41.4** **When further considering a way forward to achieving 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.** **CLERK**
- 41.4.1** The Chair explained that a vote of no confidence indicates that the members of a group do not support the decisions or actions of the person in question. It has no actual ramifications but sends a message that those voting for it have no trust in or support for the person it is levelled at. In this instance it is designed to signal publicly that those members of SPC who voted for it have no "confidence" in Paul Campbell and his willingness to work collaboratively with either the Council or the Office.

- 41.4.2** The Chairs statement continued:
'Paul has, since the beginning of this Council term (May 2023) consistently demonstrated a refusal to work within the confines of SPC Policies and Procedures. He repeatedly flouts the Dignity at Work Policy, the Email Policy, and most egregiously the Code of Conduct.
- 41.4.3** *As you all know in January this year he was found by HDC to have breached the Code of Conduct on multiple occasions and was duly sanctioned. He has not only failed to abide by the most important sanction, that being to apologise to both SPC and the Clerk, but rather he has stated publicly that he does not believe he needs to apologise as he believes he has done nothing wrong. Consequently the very behaviour for which he was sanctioned in the first place, namely bullying, harassment and bringing the Council into disrepute, has continued and will continue.*
- 41.4.4** *Paul has chosen to use threats as a mechanism to achieve his ends. In the last few weeks alone he has threatened SPC with a Judicial Review. In order to mitigate this threat a motion was moved at the next Full Council to rescind the motion that Paul so objected to. Subsequent to the meeting his response to our attempt to resolve the situation was to threaten SPC with another Judicial Review, and to threaten both SPC employees and the Chair with a 'Contempt of Court' action. This is hardly the behaviour of someone who is interested in compromise and collaboration. But more importantly this is a pattern of behaviour that cannot be allowed to continue. The constant barrage of emails, often lengthy, almost always critical and frequently pejorative, are over burdensome and unnecessary. They do not result in any positive benefit to the running of the Council or to Steyning as a whole. The Council needs to be able to conduct business in a professional and non-confrontational environment. The residents of Steyning deserve a Council that is allowed to function as it should and Paul's continued behaviour and approach impedes this process.*
- 41.4.5** *As we have exhausted all avenues available to us for dealing with Paul's behaviour the only remaining course of action is to either accept that he will continue to disrupt, criticise and complain, with the consequent impact on both the Office and Councillors, or to pass a Vote of No Confidence. Thereby signalling that, as Paul has, and continues to, demonstrate that he has no respect for due process, Policies, his fellow Councillors or indeed HDC, we are unable to work with him.'*
- 41.4.6** Cllr Foxwell made a statement in support of a vote of 'no confidence' in Cllr Campbell, with particular reference towards behaviour not changing over the last year or so with continued in-fighting; aggressive bullying; threatened legal procedures; bringing the council into disrepute; loss of respect from local residents; wasting time and money; tit-for-tat bullying and gas-lighting code of conducts; and a lack of an apology.
- 41.4.7** Cllr I Alexander made a statement in support of a vote of 'no confidence' in Cllr Campbell and relayed the fact that over the last several years he had witnessed bullying of many previous staff members by Cllr Campbell, and noted that in a normal work place he would have been sacked many times over and that the continued behaviour was simply not acceptable.
- 41.4.8** Cllr Lloyd made a statement in support of a vote of 'no confidence' in Cllr Campbell and stated that as a new member of this council it had been astonishing and deeply disturbing to have to bear witness to the targeted bullying towards the SPC Clerk. And wanted to make it clear that there was no law which gives councils an ability to terminate the position of a Councillor, and that therefore he does what he does because he can.
- 41.4.9** Cllr S Alexander made a statement in support of a vote of 'no confidence' in Cllr Campbell and stated that public resources, energy and funds continued to be used to deal with the dysfunction and disruption caused by one Councillor, and that it simply had to stop. There have been many independent investigations, which all come to the same or similar conclusions, and he believes the Steyning residents deserve better.
- 41.4.10** Cllr Norcross **proposed, seconded** by Cllr S Alexander that as per the recommendation from the Personnel Committee a vote of no confidence in Cllr Campbell. **Agreed 11 for, 1 Abstained**

41.5	Following a recommendation from the Personnel Committee, SPC should consider that the Personnel Committee does not take any further complaints about the Clerk from Cllr Campbell. It was noted that there had been many unjustified criticisms and official complaints made by Cllr Campbell against the Clerk over a long period of time. Cllr Norcross proposed, seconded by Cllr Ballance that the personnel committee is authorised to not have to deal with any further complaints about the Clerk from Cllr Campbell. Agreed 11 For, 1 abstained	CLERK
41.6	'Have your say on Local Government reorganisation in West Sussex' consultation – to agree its promotion. It was noted that it is very quick and simple to complete consultation. Cllr Norcross proposed, seconded by Cllr M Alexander that SPC promotes the Local Government reorganisation consultation and that it is put on social media pages, every week for a number of weeks, and until it closes, and that there are other promotions to businesses and via posters. Agreed	Deputy Clerk & Cllr S Alexander
FULL/25/42 REPORTS FROM OUTSIDE BODIES		
42.1	Cllrs Hanson & Young – Isolation and Loneliness/ PPG – No meetings to report	
42.2	Cllr Lloyd – HALC representation. There had been a joint HDC and HALC meeting to discuss Neighbourhood plans/ Local plan; Local Government Reorganisation & Devolution ; Community Asset Transfer; and the Reform of Planning Committees. Cllr Lloyd spoke about the current reorganisation governance options available, in terms of what the split might look like when devolution occurs. She noted, The Secretary of State is trying to gain more power where planning is concerned. – Further details on all these matters to be forthcoming.	CLERK
42.3.1	Cllrs Johnson – Climate Action Group. – The group met in the previous week. A number of tools were discussed in terms what helped householders estimate energy usage and how to make savings. But these will be promoted when best to do so. There was a group from Sussex, who were promoting small scale wind farms, and this is to be discussed further at the next meeting.	
42.3.2	Update on the <i>walking and cycling plan</i> actions.- Councillors still need to send back comments please to Vicci. The Bramber 'Castle Lane Crossing' highways scheme has been submitted, and from the Steyning point of view there was an opportunity before the end of July deadline to consider options for bike rack installations on the High Street, and that the Clerk be asked to complete this submission if possible. The Clerk confirmed there had been an on-site visit with a Highways officer to discuss this potential installation, and that he was receptive to some of the ideas proposed. There will a chance for further scrutiny of the scheme before it is agreed.	
42.3.3	There are training opportunities for Councillors across Horsham who may be interested in actively assisting with positive Climate Actions. This month there was a briefing from the BN44 repair café.	
42.4.4	Cllr Johnson proposed, seconded by Cllr S Alexander that SPC delegate authority for the Clerk to make an application to the West Sussex Highways Scheme for Bike Racks before the deadline for submissions date in August. Agreed 11 For, 1 Against	CLERK
FULL/25/43 COMMITTEE MINUTES TO BE RECEIVED BY FULL COUNCIL		
43.1	Community Committee Cllr Norcross proposed, seconded by Cllr I Alexander that SPC receive the Minutes and Draft Minutes from the meetings held on the 8th April and the 3rd June 2025. Agreed 11 For, 1 Abstained	
43.2	Finance and General Purposes Committee Cllr Norcross proposed, seconded by Cllr S Alexander that SPC receive the Minutes from the meetings held on the 13th May 2025. Agreed	

43.3 Planning and Premises Committee

Cllr Norcross **proposed, seconded** by Cllr Hanson that SPC receive the Minutes and Draft Minutes from the meetings held on the 28th April, 27th May and the 23rd June 2025. **Agreed**

43.4 Personnel Committee

Cllr Norcross **proposed, seconded** by Cllr Lloyd that SPC receive the Minutes from the meetings held on the 15th May 2025. **Agreed**

43.5 Neighbourhood Planning Steering Committee

Cllr Norcross **proposed, seconded** by Cllr S Alexander that SPC receive the Minutes from the meeting held on the 1st May 2025. **Agreed**

FULL/25/44 PROGRESS REPORT - To receive the following ongoing items, which will be taken to next meeting

CLERK

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

FULL/25/45 CORRESPONDENCE AND INFORMATION ITEMS

CLERK

- 45.1** SPC have been approached by a film company who are involved with the Brighton based Police TV Series 'Grace' - They are wanting to complete some filming by the old quarry on Newham's Lane and then at some locations by the river – likely this will start to happen from the 1st August with all traffic restriction permissions needing to be granted through WSCC.

FULL/25/46 DATE OF THE NEXT FULL COUNCIL MEETING: 15th September 2025 at 7.30pm

Meeting closed at 8.58 pm

Signed by the Chairman Date 15th September 2025

A recording of this meeting is available at - <https://youtu.be/5pnl2rtpKdw>

Warden Monthly Report

STEYNING, BRAMBER AND UPPER BEEDING

July 2025

Hi vis Patrol hours TOTAL:	71	ASB incidents TOTAL:	9
Foot - Steyning/Bramber/Upper Beeding	24/7/17	Noise	2
Vehicle - Steyning/Bramber/Upper Beeding	11/4/8	Neighbours	0
Notices/warnings TOTAL:	1	Driving/vehicles	2
Verbal warning	0	Bicycles	1
Parking alert	1	E-scooters	3
Yellow card warning (ASB)	0	Alcohol	1
Community Protection Warning/Notice	0		
Fixed Penalty Notice	0	Clear up/disposal reports TOTAL:	6
Reports into Police TOTAL:	6	Fly tipping / flyposting	2
Phone (including 101 and 999)	0	Graffiti	0
Online	3	Dog fouling	0
Intelligence report	0	Litter	1
Verbal	3	Drug litter	1
		Hazards	2
Media Reports TOTAL:	9		
Press release/Community magazines	2		
Social media posts	7	Community events attended	7
Admin	45	School contact	0
Vulnerable people welfare checks	7	Youth engagement	7
Signposting	4	Reports to DVLA	0
Safeguarding referral	1	Reports to Operation Crackdown	1

ASB crime

Steyning

I received a report of drug litter in the toilets on the High Street. I spoke with the Parish Clerk to see if any reports have been received from the cleansing team. None had been made but it will be raised with the cleansing team to be aware of in case it becomes a regular occurrence.

I challenged a group of 3 people using electric scooters on the road. They continued to use the scooters despite this. Unfortunately, I have not been able to speak with the group again as they leave quickly when they see me approach.

I had sight of a report of noise, littering and drug use in the MPF. The Police Community Support Officer (PCSO) has contacted the person reporting and has encouraged the police be called at the time that any incidents may be happening. We will both be patrolling the area to deter this behaviour.

Bramber and Upper Beeding

I spoke with a group of young people that were first seen in Bramber and then at the Beeding recreation ground using an electric scooter. I gave them all leaflets explaining why they are illegal. They were all respectful and open to having a conversation. They are aware of the potential consequences of continuing to use an electric scooter.

UPDATES FROM JUNE

Ukrainian refuge – we have not received any further reports of trespassing. We advised the WiFi to be turned off when the office is closed as that may be a reason why people are trespassing.

Ponies – we have not had any further reports of thefts, suspicious behaviour and we have not come across anyone spending time there in the evenings.

No more LGBT+ hate stickers were found.

School patrols – the police contacted the stranger that approached the child. I have not received reports of any further incidents (before the summer holidays).

Parking/vehicles

Steypning and Bramber

Nothing to report.

Upper Beeding

I issued a parking alert to a car that was parked on the junction of Church Lane and School Road.

An Operation Crackdown report was made for an ice cream van trading on the zig zag lines outside of the school.

I checked on the status of the abandoned vehicle on Beeding Hill and contacted Councillor Paul Linehan for any updates for the enquiries he has made. The condition of the car is deteriorating. UPDATE: The car has been removed by Horsham District Council.



I received a report of motorbikes riding on tracks they are not meant to be on (Truleigh Hill) and have scared horses with riders on. This has been reported to the police. I will be adding in vehicle patrols as a visual deterrent.

Fly tipping/littering/graffiti

Steypning

A dog crate on Bostal Road/Titch Hill was reported to HDC for removal. I also placed a sign in the lay by to encourage people to report fly-tipping if they come across the rubbish.

Bramber

Nothing to report.

Upper Beeding

I reported fly tipping of rubble and building material along the footpath behind Saltings Way.



Community engagement/events/meetings

I attended the Parish Council meeting for Steyning.

I attended Carbon Literacy training provided by Horsham District Council, a full team meeting for the Neighbourhood Wardens, a meeting with senior management about the warden scheme and a Community Services meeting.

I hosted a meeting to discuss a National Hate Crime Awareness project I am working on. I am currently preparing for a social media campaign that will launch in October as part of National Hate Crime Awareness Week.

Steyning

I held the Board Game Café at Penfold Hall alongside the Children's and Families worker for the Parish Church (2nd Tuesday of the month).

Unfortunately, there were no attendees for the coffee club and games at Dingemans this month. I will be stopping the club for the summer and will consult the residents later in the year to see if they would like the club to continue.

Bramber

Nothing to report.

Upper Beeding

I held the Board Game Café at the Beeding and Bramber Village Hall (last Tuesday of the month 3:15pm-5:15pm). Both board game cafes will be running in August.

I held the weekly drop-ins at The Hub. For one of my drop-in sessions, I was joined by the PCSO to engage with members of the public. A resident had told me they wanted to get out of the house more. I invited them to come to the Hub at the same time as my drop-in. This provided reassurance, they did attend, and I was able to have a short catch up with them. I was also able to check in with a resident that I had previously signposted to Community Link, a fall alarm to keep them safe will be installed next week.

I attended the barbecue event for the Youth Club. I helped to set up the equipment, engaged with some young people in the rec. and touched base with the staff.

I visited the Repair Café and spoke with people that had attended.

Patrols (foot/visible and car)

Steyning

- High Street
- Bus Shelter
- MPF
- Fletchers Croft
- Schools
- Mouse Lane

Bramber

- Bramber Castle and nearby footpath/train line signs
- Botolph's Church

Upper Beeding

- Smugglers Lane
- Playing field
- Small Dole skate park
- Beeding Hill/Truleigh Hill
- Adur Valley Court
- After school patrols



Figure 1 Evening patrol in Upper Beeding

Older, vulnerable people and youth

Steyning

I was joined by a Neighbourhood Warden from Pulborough to make a house visit to a resident. I signposted them to coffee clubs in Steyning and passed on information about where to take unwanted books.

I visited a resident and passed on information about the Community Bus so they can travel further afield confidently.

A relative of a resident at Dingemans asked me for advice on providing care. I advised they contact social services and Age UK.

Bramber

Nothing to report.

Upper Beeding

A resident asked me advice about widening their dropped kerb. They had tried to contact WSCC to find out more information but were struggling to do this. I will make enquiries on their behalf and update them.

I was notified of some unusual behaviour of people staring at a house quite frequently. Nothing more than that has happened, but it came across as odd to the person that has reported the issue. I will add the area to my patrols and engage with anyone matching the description given.

Dog related issues

Nothing to report.

Cycling

Steyning

I was notified at the Steyning Parish Council meeting that a cyclist has been seen cycling dangerously in the High Street. I will engage with them if seen on patrol to discuss road safety.

Bramber and Upper Beeding

Nothing to report.

Parish specific/other

Steyning

I helped to promote the Love Parks week event that is run for Horsham District Council. I shared the social media posts to the local pages to raise awareness of the event in Fletchers Croft on 27 July.

I received a report from a Community Safety Officer regarding a complaint made to Environmental Health. A noise complaint was made for music being played at the primary school. There were reports of someone shouting at the children from outside the premises. I conducted extra patrols of the area but did not come across the behaviour.

A broken park bench in Fletchers Croft was reported to the Parks team at HDC (Horsham District Council).

Bramber

Nothing to report

Upper Beeding

An ice cream van was trading in the rec car park. I checked with the HDC parking team, and they did not have permission to trade there. We had a positive engagement and the driver moved on quite easily. I spoke with the Licensing Team for HDC to confirm where ice cream vans can and cannot trade and will pass the information on. This

particular van was not registered with HDC. I contacted Crawley Borough Council, the ice cream van is registered there, I notified them for their awareness.

We have been given additional phone numbers that we can be contacted on. You can now reach us the following ways:

Alison Page:07734 387889 (mobile) / 01403 215 366

SBUB.wardens@horsham.gov.uk

Warden Monthly Report

STEYNING, BRAMBER AND UPPER BEEDING

August 2025

Hi vis Patrol hours TOTAL:	39.5	ASB incidents TOTAL:	5
Foot - Steyning/Bramber/Upper Beeding	14/9/5	Noise	1
Vehicle - Steyning/Bramber/Upper Beeding	5.5/4/2	Neighbours	0
Notices/warnings TOTAL:	1	Driving/vehicles	3
Verbal warning	1	Bicycles	1
Parking alert	0	E-scooters	0
Yellow card warning (ASB)	0	Alcohol	0
Community Protection Warning/Notice	0		0
Fixed Penalty Notice	0	Clear up/disposal reports TOTAL:	5
Reports into Police TOTAL:	5	Fly tipping / flyposting	1
Phone (including 101 and 999)	0	Graffiti	0
Online	0	Dog fouling	0
Intelligence report	0	Litter	1
Verbal	5	Drug litter	0
		Hazards	3
Media Reports TOTAL:	6		
Press release/Community magazines	2		
Social media posts	4	Community events attended	4
Admin	26	School contact	0
Vulnerable people welfare checks	4	Youth engagement	16
Signposting	3	Reports to DVLA	0
Safeguarding referral	0	Reports to Operation Crackdown	0

ASB crime

Steyning

I was made aware of an unlawful public event that had been planned to be on Parish Council land. I informed the PCSO, the Clerk had already been contacted.

Bramber

Nothing to report

Upper Beeding

I received a report of children on bikes intimidating an elderly resident. I offered a visit for reassurance, but it was not felt that this was necessary at this time. I will patrol the area and engage with groups on bikes for awareness.

UPDATES FROM JULY

Drug litter report in the High Street toilets – no further reports.

Noise, littering and drug use in the MPF – I have carried out evening patrols and gone to the benches mentioned specifically. Groups have left as I approached so I was unable to engage. No litter was left behind. I engaged with groups that stayed, I reminded them about picking up litter but there was no behaviour to address.

Electric scooters – I have seen fewer this month and have not had the opportunity to speak with any riders. With some of the young people I have engaged with, we spoke about electric scooters.

Parking/vehicles

Steyping

I received a report about cars parking obstructively on Sir George Place. I signposted the resident to the Operation Crackdown website and have carried out patrols of the area to issue parking alerts, if appropriate, on the public highway stretch of road.

I received a report of suspicious behaviour of a driver that was towing a quadbike.

I made enquiries with the Civil Enforcement Officers (parking) about a car that has been parked in a disabled bay for a long period of time as a resident had mentioned the space does not appear to be available for other blue badge holders, which is unusual.

Bramber

I accompanied the Community Speed Watch volunteers during a session in Bramber.

Upper Beeding

Nothing to report.

Fly tipping/littering/graffiti

Steyping

A chair had been fly tipped on Titch Hill. This was reported to HDC for removal.



I reported the donation bins at Fletchers Croft being tipped over and the donations that were still being left besides them.



Bramber

Nothing to report.

Upper Beeding

Nothing to report.

Community engagement/events/meetings

I attended a HDC Staff Briefing where the local government restructure and devolution was discussed.

I contacted the Youth Service to discuss a session the PCSO and I will be attending for engagement. I also sent over permission forms for the young people to get involved in a project I am working on for National Hate Crime Awareness Week in October.

I attended an informative talk from Change, Grow, Live, a service that helps to support people with alcohol and drug addictions. We found out more about how to refer (people can also self-refer), and were told about the different options of support they can provide.

Steypning

I attended the Farmers Market. It was great to see so many people attend, and I spoke with a lot of people. There was a mixture of people just wanting to speak with me, to find out about my role, to find out about the vacancy and to give updates on issues they had reported previously.



The boardgame café was led by the Children's and Families Worker for the Parish Church this month as I was on annual leave. There was a great attendance, we thought the numbers would be lower as it is the summer holidays but there were 11 people at the session.

Bramber

Nothing to report

Upper Beeding

I held drop-in sessions at The Hub. For one of the drop-ins I was joined by three PCSOs as part of the Steypning Month of Action (a police initiative).

Patrols (foot/visible and car)

Steypning

- High Street
- Bus Shelter
- MPF
- Fletchers Croft

Schools
Mouse Lane

Bramber

Bramber Castle and nearby footpath/train line signs
Botolph's Church

Upper Beeding

Smugglers Lane
Playing field
Small Dole skate park
Beeding Hill/Truleigh Hill
Adur Valley Court
After school patrols

Older, vulnerable people and youth

Steypning

I dropped off information about local community coffee clubs and places to meet people, to a resident that had requested it.

I checked in with a resident that broke their hip earlier on in the year. I will be arranging another visit.

I checked in on a resident that recently disclosed information that had been affecting their mental health.

Bramber

Nothing to report.

Upper Beeding

I dropped off information about the costs involved with extending a dropped kerb to a resident that I had made enquiries on behalf of.

I joined the PCSO at the Youth Club where we carried out an engagement session. The PCSO brought fingerprinting and riot gear that the children could try on and was answering questions about the police. I was speaking with some of the young people that had agreed to take part in a diversity and national hate crime awareness week project I am working on.

Dog related issues

Steypning and Bramber

Nothing to report.

Upper Beeding

I received a report of a dog-on-dog attack that happened. I advised that this would need to be reported to the police, as Neighbourhood Wardens we do not have any powers to investigate or deal with dog attacks. I offered help with making the report.

I received a report of a dog that is barking for prolonged periods of time, and they were concerned the dog was stressed, as well as a noise issue. The neighbours have spoken with the dog owner, but the problem has continued. I advised they speak with the landlord and if they would like to report this they would need to contact Environmental Health.

Cycling

Nothing to report.

Parish specific/other

John Sampson has joined the Neighbourhood Warden team and will be in post from the 1st of September. John is an experienced Neighbourhood Warden and has moved from Storrington and Sullington. He is very knowledgeable, and it is great to have him on the team. Welcome John. His contact details can be found at the bottom of the report.



Steypning

I received a report of children that are over the age limit, using the play area on Fletchers Croft. If older children are seen using the play area and are causing a problem, they will be spoken to.

I was notified that an unauthorised event would be taking place on the Cricket Club Field. The Parish Clerk was also notified. I informed the PCSO for the area.

I made enquiries with the Licensing team over charity collections that are happening on the High Street. A permit is required to collect money which can be obtained through the Licensing team at HDC. There have been some people collecting money that have not obtained a permit, which is not to say they are scams but have not gone through the proper channels before starting their collections. The people collecting need to have a copy of this permit. I will signpost anyone collecting money that does not have a permit to the Licencing team.

Bramber

Nothing to report

Upper Beeding

I was notified about a group of ducks that have started crossing the road at Small Dole which has been causing problems with the traffic. Residents have been returning the ducks to a nearby pond but were concerned about a potential accident while trying to swerve the ducks. I notified West Sussex County Council Highways team and asked for the possibility of a wildlife crossing sign to be placed in the area.

We have been given additional phone numbers that we can be contacted on. You can now reach us the following ways:

Alison Page:07734 387889 (mobile) / 01403 215 366

John Sampson:07734 387888

SBUB.wardens@horsham.gov.uk

To: Development Control South

From: Leanne Poole

Deputy Clerk

Date: 20th August 2025

Please find below Steyning Parish Council comments on current planning applications:

DC/25/1138 - Land North of Glebe Farm and Kings Barn Lane - Approval of Reserved Matters following the Outline Planning Permission (reference DC/21/2233) relating to the Appearance, Landscaping, Layout and Scale for 265no. dwellings, demolition of No. 37 Kings Barn Lane to provide new pedestrian/cycle/emergency link, provision of vehicular access from the A283 Steyning by pass, provision of public open space, community orchard, sustainable drainage and other ancillary and enabling works.

The Chair and Clerk explained that considerable work had been undertaken by the SPC Neighbourhood Plan Steering Committee in determining a set of recommendations in consideration of this committees approval of SPC comments on this reserved matters application. Members of the Planning and Premises committee subsequently considered these recommendations in this meeting and included some additional comments.

Cllr Hanson **proposed, seconded by Cllr Ballance to agree the recommendations put forward from the Neighbourhood Plan Steering Committee with amendments, as per noted below. Agreed.**

1. Building orientation and height adjacent Kings Barn Lane boundary

SPC appreciate there has been compromise which has helped deal with residents' concerns – and to ensure that these measures are adhered to. But also to say that there are still some outstanding negotiations with residents involving further compromise.

SPC require Vistry to consider lowering the profile of plot 121 and/or moving the building, or changing it to a single or 1.5 storey height.

2. Kings Barn Lane Boundary planting and fence/wall construction

SPC appreciate there has been compromise, with Vistry now including wider gaps between boundary walls, including additional planting, and that trees would be part of the solution – and to ensure that these measures are adhered to. However, also to be aware of the following which has been discussed at many community engagement meetings since 13th March 25 – SPC request that Vistry ensure there is a planning condition attached to the reserved matters approval requiring commitment to consult with KBL residents (within a timescale agreed with the ward member) regarding details of the boundary treatments and advanced planning in this area (to include but not limited to 5m buffer, 1.8m fencing inside any of the existing substantial hedges, security, woodland structural planting and the maintenance thereof). Refer also to Condition 17 of the Planning Committee Report (26th September 2024) which requires *“structural planting along buffer zones to be retained/enhanced”* and Policy 30 and 33 of the HDPF.

3. Green Energy

SPC appreciate there has been compromise as stated within the *‘Energy Statement’* which ensures gas will not be used on site, and that each plot will have heat supplied by a mix of Air and Ground source heat pumps – and to ensure that these measures are adhered to, but to also include solar roof installations on

any south facing (up to 30 degrees of south), predominantly on black slate roofs with PV tiles. The number of Plots involved may be above the levels of necessity of provision as per the 'Energy Statement' Carbon footprint calculations, but SPC consider they remain an essential element in consideration of energy sustainability, and in any case would likely promote house sales which would outweigh any additional construction costs. Clarification and identification on properties that will include solar is required please, including numbers.

SPC request a new condition - requiring PV roof installation on all south facing properties as per the community engagement feedback which determined the type required. To preserve street views any street facing, south facing, grey/black tiled roofs should be slate look PV tiles.

SPC require sight of the energy statements for individual properties as part of the full build management plan in advance, including details of the location of ground source and air source heat pumps.

4. Walking & Cycling east exit from site to connect with White Bridge/ Downs Link

SPC appreciate a link has been included within the scheme, but to suggest it is moved to the sites Southeastern corner to promote better likelihood of pedestrian and cycle usage and to avoid unsafe passage along unlit country lane. Including a Twitten to run down between new development and Kings Barn Lane boundary in the southeastern corner, following the community engagement consultation plans submitted in March 2025. – This scheme fits in with Boundary plans and would likely cost less than the proposed present exit / connection route.

5. Market Housing & Affordable Housing

Note the following as per the Planning and Affordable housing Doc - 6.9.4. The mix for the market housing has been slightly amended since the overall mix indicated at Outline. To summarise, the proposals include no 1-bedroom dwellings (previously 16%) but include a higher percentage of 3-bedroom dwellings (43% vs 34%); the proposals include a lower percentage of 2- bedroom dwellings (11% vs 31%), a higher percentage of 4-bedroom dwellings (36% vs 18%) and now includes a small number of 5-bedroom dwellings (11% vs non at outline).

Whilst SPC appreciate that Vistry will further consult on market housing mix, we are seriously concerned about 4 and 5 bed houses being 47% of the mix and this was thought to be unreasonably high.

SPC requires that the affordable housing needs reflect the needs of Steyning and should be amended as per 6.9.11 on the Planning and Affordable housing Doc -

6.9.11 At a late stage in the Pre-Application process, the Council's Housing Team raised concerns regarding the mix of affordable housing; they commented:

The Housing Register in Steyning currently has 155 households waiting for housing of which is broken down to 42 households (27%) in need of a 1-bedroom unit, 33 households (21%) in need of a 2-bedroom unit, 51 households (33%) in need of a 3-bedroom unit and 29 households (19%) in need of 4 or more bedrooms.

6. Electric Hook Up

SPC appreciate there has been consideration of an electric hook up on the 'village green area' but there is a need to ensure water is also supplied to that position {To facilitate potential future Community Events}

7. LEAP / LAP provision and street furniture choices

SPC appreciate the scope of this proposed multiple play-site provision as per stated within the *Design Access Statement* document, and to ensure that the look, quality, type and number of these installations and the 'Blue box checklist' is adhered to

There is a requirement for ongoing discussions with the parish council to ensure appropriate installation of LEAP / LAP equipment provision as has been previously agreed, as well as a requirement for ongoing discussions with the parish council to ensure appropriate installation of suitable street furniture choices.

8. Road Names

SPC appreciate that Vistry have acknowledged there should be further liaison with the Parish Council in order to come up with suitable road names and thereby to avoid duplication or confusion with existing Steyning Road names, plus to ensure an appropriate theme for the site is taken on board. For example, there is a requirement for Roman Road not to be duplicated

9. Boundary walls (noted as Brick)

There are a number of boundary walls due to be constructed in brick that are shown in the housing / site plan – SPC ask that the design includes flint infills to give them more of a Steyning / South Downs feel.

10. Rainwater Harvesting

SPC appreciate there has been much work been undertaken to include this important measure which will certainly assist with water neutrality calculations, but want to ensure that these measures, and the system as a whole and as stated within the specification document is installed please – *Stormwater Harvesting system*.

11. Site Trees / Shrubs and Orchards

There has been a great deal of community engagement with notable key stakeholders in this field and SPC are pleased that their knowledge and expertise has so far been appreciated and has led to amendments to the planting programme. However given the latest plans SPC requires that these additional notes are adhered to please.

SPC's lead Orchard and Tree specialist volunteer has scrutinised the applicable docs and has stated the following:-

Structural Tree Planting

- *Multiple English Oaks (Quercus Robur) are listed. Consider including Sessile Oak (Quercus petraea), also native to the UK but less common locally.*
- *Instead of non-native Italian Alder (Alnus cordata), native Alder (Alnus glutinosa) could be used, though it requires damp soil.*
- *Black Poplar could be included, particularly in wetter areas. A current Sussex project led by the Western Rother Rivers Trust and Kew at Wakehurst is propagating saplings from a very limited population of mature trees in the county.*
- *Bird Cherry (Prunus padus): These are fast-growing, tall, and dense trees with limited ecological or aesthetic value beyond short-lived blossom. They create heavy shade, drop significant debris, and can become problematic as they mature.*

- *A large number of Common Hawthorn are proposed. For variety, some could be replaced with Midland Hawthorn (Crataegus laevigata), which is rarer, flowers earlier, and supports pollinators at a different time of year.*

Native Hedge Over Easements

- *The plan proposes a 50/50 mix of Hawthorn and Blackthorn. This is suitable for the NW hedge, where there is space for Blackthorn to spread.*
- *For the SE hedge, adjacent to the orchard, Hawthorn-only is recommended. Blackthorn spreads via underground suckers and may become invasive among fruit trees. Hawthorn offers blossom and berries without this issue.*

Orchard

- *The orchard plan has changed from c.18 to c.15 trees, now divided by hard-surfaced paths. An oval-shaped feature nearby (possibly a track) is noted, though not clearly explained in the submitted documents.*
- *Orchard note indicates species/varieties are to be agreed with a local community group.*

12. Traffic Management Plan

There is currently no Traffic Management plan available for scrutiny – SPC wishes to be able to check and comment on this document when it becomes available.

SPC wanted to thank Vistry for their non-material amendment to application DC/21/2133 to allow for vehicular access direct from the A283 Steyning By-pass via approved access roundabout as first phase of the development in line with Condition 10 of the Outline Planning Permission – as this would reduce the possibility of potentially huge problems from delivery drivers using inappropriate lanes within Steyning.

13. Dementia friendly town

SPC requires that Vistry reference all appropriate dementia friendly design checklist documents when completing this project – in line with SPC's wish for Steyning to be a Dementia friendly town.

For example, the approach to each road should have a distinct and recognisable look to aid memory and orientation.

14. Build Management Plan

There is currently no Build Management Plan available for scrutiny – SPC wishes to be able to check and comment on this document when it becomes available. It was also noted that SPC had asked for the contractor's use and installation of Swift Boxes/Bricks when appropriate to do so.

SPC Action Plan for 2025/26

Updated 8th September '25

Key: - Green - Completed, Yellow - Due, Orange - Overdue.

Project Name	Objectives	Task / Activity	Timescale	Task / Activity	Timescale	Task / Activity	Timescale	Task / Activity	Timescale	Task / Activity	Timescale	Responsibility	Risks to timescale	Risk Mitigations
MPF / Charlton St - Twitten resurface	Lobby WSCC to complete the works on this rough, uneven and unkempt pathway	Visit site with WSCC Highways engineers to continue to lobby	By End June 25	Compile notes on risk assess. using WSCC criteria to help case	By July.	Complete Highways scheme if no action being taken	By Aug.	Project completion, including removal of kissing gate	By Sept.	Clerk & Chair engage with less able bodied reps in prep - new play	By Oct..	Clerk & Chair	In hands of WSCC and their meagre finances - Just need to pursue the matter relentlessly and keep near the top of their priorities	Maintain positive coms
Chandlers Way Pocket Park	Complete first phase of planting programme, plus engage voluntary support	Liason with school & agree first planting day - hedge/tree	By Oct.	Continue liason with sch. & agree second planting day - bulbs	By Nov.	Complete initial trellis install & play gate	By Nov.	Agree and install entrance gate	By March 26.	Complete South and west borders and change grass cutting	By May 26	Clerk & Working party.	Community 'buy in' to the project is key - but this will take some considerable time and effort.	Keep volunteers motivated
MPF Main Access improvements	To upgrade the main point of access, as appropriate and as funds allow, to ensure it is welcoming & attractive	Secure funding from SDNP for interpretation boards	By June	Have planning app. completed and board info agreed	By Aug.	Gain planning consent and appoint contractors	By Dec.	Complete phase I project	By Jan 25	Consider Bollard and Trough installations	By June 26	Clerk & Community Com.	Number of elements involved - Need to work closely with Cricket Club, S I B and Partnership to ensure project success	Keep all partners in loop to avoid over-reaching.
Glebe Farm Housing Dev.	Work with Vistry, residents, HDC, Dist Cllrs, Local groups, and via SPC Steering Com. directives extract best fit scenario	Complete first stage com engagement prog with and for Vistry	By June	Receive Reserve matters planning app & org. Com meeting	By July.	Prepare Steering Com recommendations and ensure P&P coms off	By Aug.	Continue coms and lobbying of HDC planning re comments	By Nov.	Set up pathway to easy coms with office for project liasons	By Feb26	Steering Com + Clerk & D. Cllr	Vistry work on their own timescale and not necessarily to help SPC nor Com engagement - targets often opposing SPC's	From a weak position use HDC planners and Cllrs
Climate Action Targets achieved	Climate Action Plan - Cycle racks & Glebe connectivity + overhaul Steyning Centre heating system	High St Cycle Racks Highways scheme app. completed	By End July	Gain support for best connective scheme - lobby Vistry and HDC	By Aug.	Find specialist heating engineer and discuss scope of works	By Feb 26.	Agree scope of works and timescale	By March 26.	Agree financial commitment & contractor for works	By April	Clerk & P&P Com.	Contracts need very specific skill set - therefore ensuring the right engineers are available will be a risk to timescale	Use resident/ volunteer skillsets
High Street Christmas Lights	Install High Street lighting display to include agreeing new display, check Lamp post integrity & all permissions	Agree display for Christmas 2025 and have order confirmed	By End July	Seek permissions from WSCC & Electric suppliers	By End August	Agree date for Lamp post testing plus ID which posts need test	By Sept.	Complete all doc. permissions and agree install dates	By End Sept.	Complete installation	Before End of Nov.	Clerk and F & GP	Many Contractors / Orgs. involved & if some in chain of inter-depend tasks not compliant, then chain & timescale breaks down	Keeping up with schedule all important
Remembrance Event Org.	Work with Grounds team, Father Mark, Cllrs and Key Stakeholders to ensure Garden prepared and Event organised	Org. Ground works - appoint gardener & gain quotes	By Aug.	Chair & Clerk to meet with Father Mark to discuss arrangements	By Sept.	Chair / Clerk to engage with key stakeholders to ensure attendance	By Sept.	Publicity in place to promote event + inform Tennis club etc.	By Oct.	Ensure attendance/ equip/ reefs / garden prep'd & event success	By Nov.	Clerk & Community Com.	In hands of Church, key stakeholders, volunteers, weather and luck in many respects	Ensure all aspects that can be done by SPC completed
Cricket Club Devel. & Lease	Work with Club to ensure the proposed Cricket Clubhouse devel. is best value & Lease are appropriate/ future safe	Begin details of Lease such as Length & appoint solicitor	By End June	After Com engage -ment, work with club to agree plans	By End July	Discuss lease agreement details needing to be changed	By Oct	Draft new Lease and agree to planning application	By Dec	Agree Lease details inc clauses with Club & gain SPC approval	By Feb	Clerk and F&GP Team	Cricket Club are determined to veer towards a more commercial orientation - negotiating a resolution will take good coms	Good and regular communications
Compile Steyning Flood Plan	SPC now has additional riparian responsibilities at Abbey Road. This is to establish what needs to be done & when	Meet EA & AORT reps & begin to recognise responsibilities	By End June	Meet with residents for phase I works - & then complete	By Sept.	Compile draft of Flood Plan for Abbey Road	By Dec	Meet with AORT & EA for sign off on plan and works to be scoped	By Feb 26	Meet with res. for phase II - scope, cost & arrange date/access	By April 26	Clerk & Community Com.	Discussions with residents take time and increase potential issues re access - The works environment is challenging	Not a project that can be rushed w/o Com engage.
Devolution Business Planning	Work with HDC to obtain information on what Assets could be available for SPC to gain transfer, and build business case	Obtain as detailed an asset list from HDC as possible	By June	Buy Land registry Docs to get understanding of land details	By Sept.	Gain SPC approval for submitting expression of interest	By Nov.	Clerk to obtain background info re other PC positions	By March '26.	Gain SPC approval on draft outline Business plan	By May.	Clerk & Devolution working party	Dependent upon HDC, Dist Cllrs, WSCC and the soon to be unitary authority makig up their minds on whats going to happen	Present a strong case and allow for options
Steyning Centre Front doors renew	Steyning Centre front doors are broken & in need of swift renewal- but not like for like. ^ Opportunity to modernise/ benefit	Gain approval for works to be undertaken + budget	By June	Get an understanding of the range of scope of works options	By July.	Get selection of quotes based on best fit scenario	By Aug.	Gain approval from P+P on scope and cost	By End Sept.	Complete installation process	By Dec.	D. Clerk & P+P Com.	The Doors are not an easy fix, as the design needs particular parameters dealt with	company need good references
CCTV purchase & Phase I install.	To agree CCTV monitoring installation for the Steyning High Street, and progress arrangements for MPF and Fletchers Croft	Bring final recommendations to F&GP - scope & cost	By Oct	Gain agreement at Full Council for prefered system	By Nov	Org. Public consultation - Max scope, 'future safe'	By End Jan26	Work to ensure infrastructure and permissions in place	By Feb 26	Gain public support & Complete phase 1 installation	By End June '26	Clerk, working party, Full Council	Working productively with appropriate companies takes time inc. site meetings. Consultation / Publicity important	Com engagement to ensure scheme understood
Revamp Steyning Emergency Plan	Clerk and Councillors need to establish together what needs to be covered and why - eg Parish Mains Water cut off etc.	Set up Working Party, to review existing cover & agree scope	By Sept.	Understand what others have done and draft plan	By End Nov.	Outline Plan agreed by SPC	By Feb 26.	Complete details of plan	By April	Full C. agree plan, & office to enable contacts and equip.	End May	D. Plan / Clerk / Full Council	The Plan must be reviewed and the result must be achievable, and easily understood by the appropriate groups and individuals	Keep it as simple as possible
Twitten / DMMO Management + Inquiry	Identify Twittens / Pathways throughout Steyning Parish and finalise what needs to be DMMO'd / Managed by SPC	Identify Twittens + understand what HDC & WSCC own/maintain	By Sept.	Gain final dates from judiciary re DMMO inquiry + attendance	By Oct.	Explore longer term maintenance arrange - ments with WSCC	By Jan 26.	Agree a plan for future SPC maintenance of Twittens - Bus. Plan	By Feb 26	Agree full extent of any further DMMO applications	End April	Clerk & Community Com.	WSCC may not want to agree terms at this stage for any asset transfer nor enter into MOU re their joint management	Ensure WSCC receive lots of maint. requests
Mouse Lane - Op. Watershed app.	Work with Wiston Estate, WSCC Cllr & engineers, local res. & other key stakeholders to alleviate current issue	Gain data gathered by WSCC engineers, & identify solutions	By Oct	Reconvene working party to discuss next approach	By Nov.	Formulate plan to be discussed by working party then Full Council	By Dec.	Complete draft operation watershed application	By Jan 26	Finalise application and decide upon any match funding	By Feb	W. Party, Clerk and Key stakeholders	WSCC Engineers info. proving illusive, this slows the process. Main problem is no one currently knows how to alleviate the issue.	Might have to simply go for best value approach
Railings renewal	Work with WSCC and Steyning Society to ensure High St Path & Railings issue dealt with in reasonable timescale.	Alert WSCC to their safety responsibilities by meeting on site	By June	Cllrs / Steyning Society check alternative post material & respond	By July.	Discuss alternatives with WSCC & source quotes	By End Aug.	Have quotes in place & agree scope with WSCC	By End Sept.	WSCC appointing contractor and date fixed for repair	By Oct.	Clerk / WSCC / All Cllrs / Key Stakeholders	In WSCC hands - can merely lobby for works completion, and keep pressure on to get done ASAP	Keep positive and regular Coms
Neighbourhood Plan - Phase II / III	N. Plan continue to consider missing elements from first plan. Phase II complete & to examiner + Phase III begin	Review intial design code works for consul -tants & review draft	By Oct. 25	Complete vision statement update & update Intro	By Nov.	Complete review and update existing doc. inc. consultants work	By Feb.	Take updated N. Plan through Reg 14 cons. & submit for Reg 16	By March 26.	Continue working with team on the next Phase - Full Plan comp.	By June 26	N. Plan Steering Com.	Depends on the commitment from Cllrs & res. reps, as to whether difficult time constraints + timetable dealt with affectively	Work with N. Plan consult. to manage belief
Last Years project completions	To complete the unfinished SPC projects from the year 2025/26 list	1. Parish wide bin installations complete	By End Nov.	2. Check Bank Accounts for Climate Action Group	By June 26	3. Implementation Plan 'Sign off' from HDC	By Jan.	4. Complete Social media start up by agreeing APP provider	By April 26	5. Draft new Tree Management Strategic Plan	Before End of May 26	Clerk and Community Com.	Finding office time to complete 2, 4 and 5 might be a challenge. 3. is completely in hands of HDC	Keep positive lobbying HDC, to assist with 1 & 3

Steyping Parish Council
The Steyping Centre
Fletchers Croft
Steyping
BN44 3XZ

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		Total Fees	75.00	
		TOTAL		

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Whether Steyning Parish Council becomes a Town Council

Briefing Note

SPC has agreed previously to the Clerk moving SPC towards Town Council status and that the matter be brought back to Full Council – This being the unanimous view at the time.

The Clerk therefore brings this item back for members further consideration

A change from a parish to a town council is often a matter of community identity, and it could be argued that SPC would benefit from a more positive identity. To remind you there would be no difference in the Councils powers, but there might be a difference in the residents expectation levels, and we need to be prepared for that if we choose to go ahead.

One hopes a change to Town status will more reflect upon our size, character, the towns history, aspirations, and offers a stronger sense of local identity and pride. As we have also discussed, it may well help prioritise our negotiating future service provision, and potential asset acquisition, with the current district council and the soon to be unitary authority.

We need to think about when this change might happen and it might be best to consider our starting point being the Annual Parish Council Meeting next May , when we would normally be voting in the Chairman for the municipal year, but instead we could be voting in a Major.

Whether we need to go to the residents for their views could be the remit for the consideration of the Community Engagement Committee in the first instance – as they are to be discussing potential CCTV and N. Plan referendums.

What we need at this stage is agreement or otherwise for the Clerk to pursue this matter formerly with the District Council/ WSALC and other Key Stakeholders, so that we are ready to do so when the time comes to formerly agree to make the changeover.

A Local Walking and Cycling Plan for Steyning, Bramber and Upper Beeding



Upper Beeding
Parish Council



Final Draft – 27 Aug 2025

Acknowledgements

The Plan was put together by a volunteer Working Party set up by the Steyning & District Community Partnership’s Sustainable Travel Committee¹. The Working Party included representatives from:

- Bramber Parish Council
- Steyning Parish Council
- Upper Beeding Parish Council
- Greening Steyning, Bramber & Beeding
- Steyning & District Community Partnership

The Working Party would like to thank the many members of the public who took part in the online survey that was conducted as a prelude to developing this Plan. It would also like to express its appreciation to all the organisations that contributed advice and encouragement along the way, in particular:

- Horsham District Council
- South Downs National Park
- West Sussex County Council
- Steyning & District Business Chamber
- Steyning Grammar School
- Steyning Primary School
- Upper Beeding Primary School

Final Draft: 27 August 2025

¹ The Sustainable Travel Committee is a sub-committee of the Steyning & District Community Partnership, and includes representatives from local authorities and organisations, together with individual residents. It was set up in 2021 and has established a number of Working Parties to work on specific local transport issues.

Contents

Summary	3
Introduction.....	4
Why the Plan was prepared	4
Why now?	4
Scope	5
How the Plan was prepared	5
Vision.....	6
Policy context	7
Local travel patterns	8
The Plan	13
1. Connecting our Communities: Making it Safer to Cross the A283	14
2. Making it Safe to Walk and Cycle to School.....	17
3. Making Key Routes More Walking & Cycling Friendly	21
4. Reimagining Steyning High Street	25
5. Improving Safe Access to the Countryside	27
6. Simple Fixes.....	31
Next Steps	33

Note that an online version of this document with high definition maps is available to download at: visitsteyning.co.uk/wcp/

A Local Walking and Cycling Plan for Steyning, Bramber and Upper Beeding

Summary

This Plan sets out a vision and a series of proposals for encouraging walking and cycling in Steyning, Bramber and Upper Beeding. The aim is to make it simpler, safer and more enjoyable for people to walk and cycle locally, and also easier to get around for those with wheelchairs, pushchairs, and mobility scooters.

The Plan has been put together by a Working Party of volunteers and draws on the results of a detailed survey carried out in Autumn 2024. This showed strong public support for the idea of improving walking and cycling infrastructure. It also generated a large amount of useful feedback on current danger spots and areas in need of improvement.

A total of 27 suggested improvements are outlined here, ranging from relatively simple steps to more complex schemes involving significant investment.

Together they add up to an ambitious agenda for action that would transform our local community and make it much more walking and cycling friendly.

Implementing this Plan will take time. Funding will need to be found and a whole range of stakeholders will need to be involved, including landowners, Parish Councils, the District and County Council, and others. But by creating a coherent strategic framework the hope is that this Plan will galvanise action and direct it to the most important priorities.

The intention is that this Plan will remain a working document and will be updated every few years to reflect new circumstances and opportunities that arise.

Introduction

Why the Plan was prepared

Efforts to improve local walking and cycling routes and encourage more 'active travel' are not new. There have been a series of initiatives over the last few years to improve specific routes. Some have been successful, notably the 'Walks for All' footpaths south of Bramber, and the improved bridleway from Mouse Lane to the track behind Wiston House. For others, despite a considerable amount of input from volunteers and local councillors, progress has been frustratingly slow. Procedural complications, funding challenges, and practical barriers have combined to put a brake on ambitions.²

Part of the problem has been that improvements have been tackled in a piecemeal way. This makes it harder to present a big picture argument for what measures should be given priority, and thus get the backing needed from local authorities, rally public support, and raise funding.

This same set of challenges applies at a larger geographic scale and has been one of the motivations behind the move in recent years to create Local Cycling and Walking Infrastructure Plans (LCWIPs) for different areas. To date these have been mostly framed at the county or district level. LCWIPs have been completed for West Sussex, for example, as well as Horsham District, and Adur & Worthing. LCWIPs have been key documents in shaping policy and bidding for funding from Active Travel England, the executive agency set up in 2020 to promote the active travel agenda.

Creating a full-scale LCWIP following the Department of Transport guidelines is a major undertaking requiring professional consultants and considerable costs. To prepare this more focused plan for Steyning, Bramber and Upper Beeding we followed the overall

² Proposals to introduce a 20mph speed limit for the whole of Steyning and Bramber, for example, were abandoned when plans got scaled back to a much more limited scheme covering just the High Street and surrounding roads.

approach of an LCWIP but simplified the process so it could be undertaken by a team of volunteers.

We are calling it a Local Walking and Cycling Plan and the hope is that it will prove helpful in:

- Setting out a vision for what we are trying to achieve as a community.
- Creating a strategic framework for the improvements that are needed, so individual measures add up to coherent bigger picture.
- Identifying and prioritising individual improvements that should be made.
- Strengthening our case when looking for support and funding from the District and County Council, the South Downs National Park Authority, and others.

Why now?

We hope the timing of this Plan will also be opportune as there are a number of big changes occurring over the next few years that are likely to have a significant bearing on walking and cycling, in particular:

- The planned major redevelopment of Steyning Grammar School, which will involve closing the Towers site in Upper Beeding.
- The Glebe Farm housing development.
- The opening of the White Bridge Link connecting Steyning with Upper Beeding.³

³ This is a new all-weather path being built connecting Kings Barn Lane in Steyning with Saltings Way in Upper Beeding. After lengthy delays caused when structural problems were discovered with the current footbridge, a new bridge is about to be installed. The White Bridge Link should be finished by the end of 2025, opening up this key route for walkers and wheelchair users. In the longer term, WSCC hopes to gain permission from landowners to also make this accessible as a cycle route (see: visitsteyning.co.uk/whitebridgelinek).

Scope

The focus of the Plan is on the three adjoining parishes of:

- Steyning
- Bramber
- Upper Beeding, Edburton & Small Dole

These have a combined population of around 10,400 people, according to the 2021 Census. Of these, 1922 are under the age of 18, and 3130 are 65 or over. The total land area of the three parishes is 16 square miles (42 square km).

The initial timeframe of the Plan is 5-10 years, recognising that many of the more ambitious ideas set out here are aspirations that will take time to come to fruition. The thinking is that the Plan will provide a framework that can evolve over time as circumstances change.

How the Plan was prepared

As a first step, an online survey was conducted to gather ideas from members of the community on how to make it safer and easier to walk and cycle in the area. The survey also sought views on how to improve accessibility for wheelchair, mobility scooter and pushchair users, and throughout this Plan when speaking of 'walking and cycling' we mean to include these important user groups. While its main focus was on local travel, the survey also asked questions about how to improve longer distance cycling and walking routes.

The survey ran for six weeks, closing on 15th December 2024. It was open to anyone who lives in Steyning, Bramber or Upper Beeding, or who travels here for work, school, shopping or leisure reasons. There was no age limit and more than one person from each household could take part.

The response rate was encouraging - a total of 454 replies were received.⁴ We had inputs from all three parishes, broadly in line with their relative populations. All age groups took part, with the 40-60 and 60-80 brackets the most heavily represented. The vast majority of respondents either live, work, or go to school here, or a combination of all three. 24 people (5% of the total) identified themselves as disabled.

A full report on the Survey results can be found at:
<https://visitsteyning.co.uk/wcp/>

After carefully reviewing the Survey results, and the 1900 individual comments received, the Working Party has come up with this Plan, which is being submitted to the three Parish Councils for approval.



⁴ This compares well to a similar survey carried out as part of the Adur & Worthing LCWIP, which got just over 300 responses.

Vision

Vision Statement

The overall vision set out in this Plan is to:

Make Steyning, Bramber and Upper Beeding a place where walking and cycling is the preferred way of getting around for most short journeys, and where walkers and cyclists feel welcome.

This is about making walking and cycling simpler, safer and more enjoyable:

- **Simpler** – because walking and cycling routes are well maintained, connect up better, and are the easiest and most direct way of getting around.
- **Safer** – so that parents can feel confident about their children walking and cycling to school, and everyone feels they can get around on foot and by bike without having to take their life into their hands.
- **More enjoyable** – because walkers and cyclists feel actively encouraged.

Evidence of public support

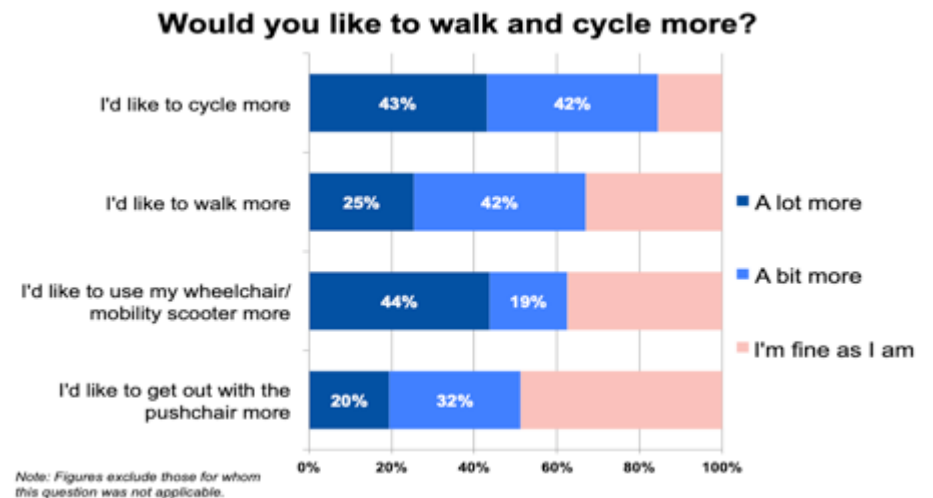
The survey results showed there is a definite appetite for doing more walking and cycling. As the graph shows, 85% said they would like to cycle either 'a bit more' or 'a lot more', and 67% said they would like to walk more often. The same pattern applies for pushchair, wheelchair and mobility scooter users; more than half would like to get out and about more.

The Benefits of Walking & Cycling*

It is now widely recognised that walking and cycling offer numerous benefits for individuals, communities, and the environment.

- Walking and cycling promote better physical and mental health, reducing the risk of heart disease, obesity, and stress while improving overall wellbeing.
- They also save money compared to getting in the car, and by reducing traffic congestion and pollution they contribute to cleaner air and a healthier planet.
- Additionally, they help create safer, more vibrant communities, encouraging social interaction and local economic growth.
- Embracing walking and cycling leads to a more sustainable, active, and connected lifestyle.

** More data on the health and other benefits of walking and cycling can be found in the Sustrans [2021 Walking and Cycling Index Report](#).*



Policy context

This Plan chimes in well with current policy thinking at a wider level, as demonstrated in these key policy documents:

National level	Gear Change: A bold vision for walking and cycling (2020)	This sets out a vision for cycling and walking in England: <i>‘We want – and need – to see a step-change in cycling and walking in the coming years. The challenge is huge, but the ambition is clear. We have a unique opportunity to transform the role cycling and walking can play in our transport system, and get England moving differently.’</i>
	National Planning Policy Framework (2025)	This states that planning policies should <i>“provide for attractive and well-designed walking and cycling networks with supporting facilities such as secure cycle parking”</i> .
County level	West Sussex Local Transport Plan (2022-2036)	As part of a wider set of sustainable transport policies this includes an active travel strategy intended to facilitate greater use of active travel modes.
	West Sussex Walking & Cycling Strategy (2024-2036)	This sets out a vision for active travel in West Sussex: <i>‘Our network will be characterised by high-quality active travel infrastructure, focused on connecting people with places and activities via safe, direct, attractive, and coherent routes.’</i>
District level	Horsham District Local Plan 2019-2036 (draft)	The (now delayed) Local Plan sets out an overarching framework for local development which puts a strong emphasis on sustainability. Among its policy statements it says development will be supported if it <i>“Prioritises and provides safe and accessible walking and cycling routes and is integrated with the wider network of routes, including public rights of way and cycle paths.” (Strategic Policy 42.3)</i>
	Horsham Local Cycling and Walking Infrastructure Plan – LCWIP (2020)	This states this as one of its objectives: <i>“The District Council, working in partnership with a range of organisations, will:</i> <i>a) increase levels of cycling and walking for utility journeys; and</i> <i>b) design quality cycling and walking networks based on standards and good practice guidelines.”</i>
National Park	Cycling & Walking Strategy for the South Downs National Park	This sets as its Strategic Outcomes: <i>(1) A network of high quality cycling and walking routes, across the South Downs that connect communities within and near the National Park with the landscape, heritage, attractions, transport hubs and gateways.</i> <i>(2) A welcoming environment for cycling and walking activity, offering extensive high quality tourism, access experiences and facilities within the National Park.</i>

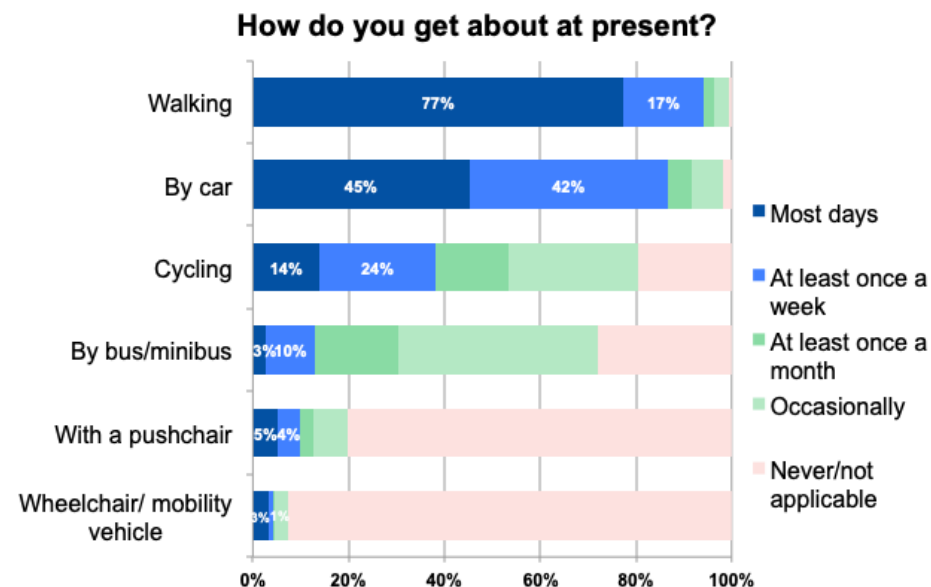
Local travel patterns

Current walking and cycling patterns

Sitting on either side of the River Adur, the built up areas of Steyning, Bramber and Upper Beeding extends over about two miles (3.2km). Although they all have their own distinct identities, in many ways the three communities are linked as one, with many people travelling back and forth between them for work, shopping, school, local amenities and leisure purposes.

Small Dole and Edburton are also part of Upper Beeding Parish, but are less closely connected physically, as they lie 2 miles away on the Henfield Road.

Walking and cycling are already popular within our community. As the chart from the survey shows, walking is the most common way of getting about for local journeys of less than two miles, with 77% walking most days and 94% walking at least once a week. 38% cycle at least once a week, and 13% use a bus or minibus that often.



Car travel is also widespread, with 87% using their car at least once a week for local journeys of less than two miles.

Part of the explanation for this amount of car use is that despite their close proximity, for walkers and cyclists Steyning, Bramber and Upper Beeding are at all not well connected at present.

This is because:

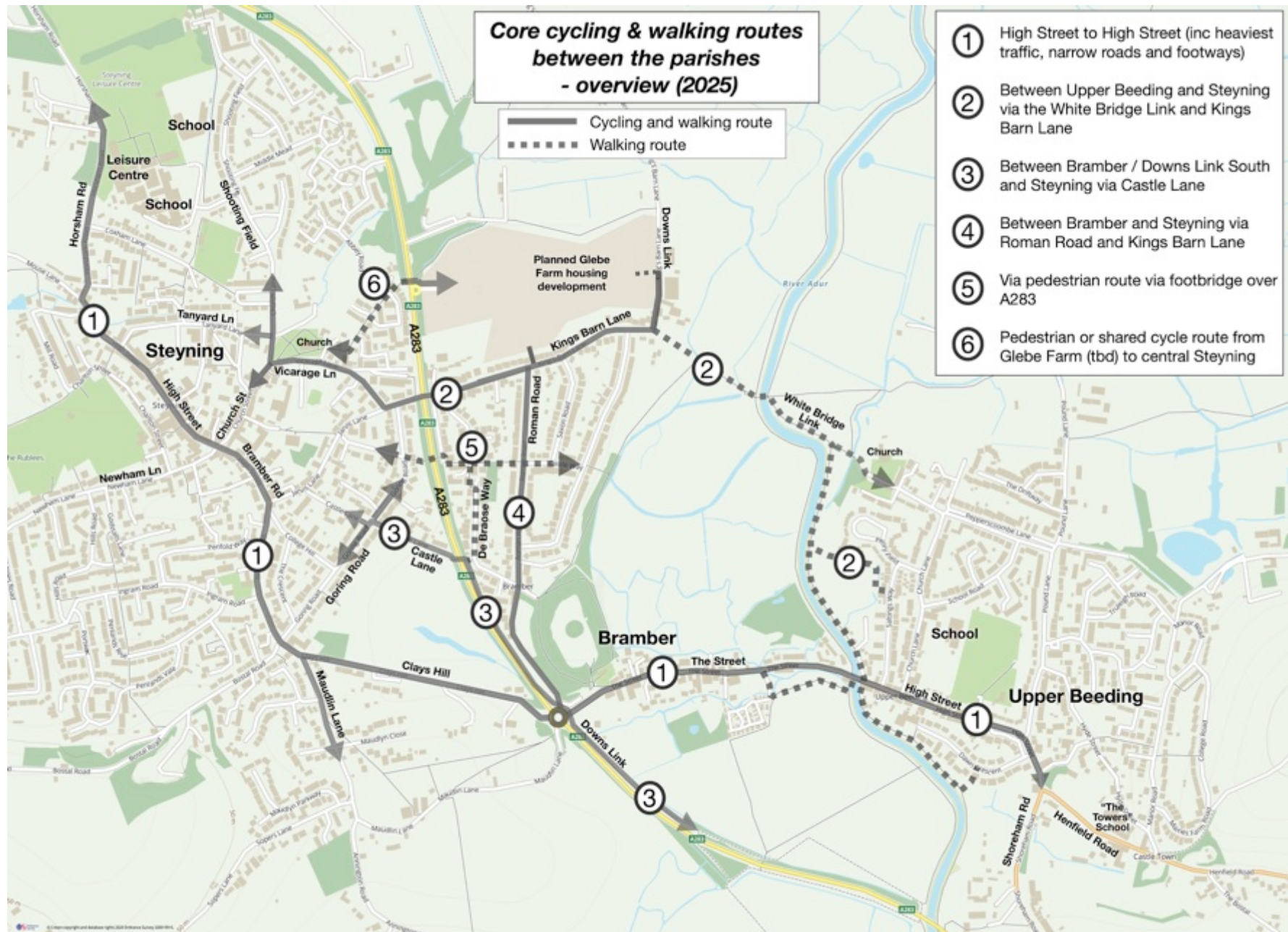
- The A283 Steyning Bypass cuts the community in two and in many places is dangerous for walkers and cyclists to cross.
- The River Adur, creates a natural barrier. With the White Bridge currently closed, all foot traffic is being funnelled over the busy Beeding Bridge.
- The main roads connecting Steyning, Bramber and Upper Beeding are narrow and hard to navigate on foot or by bike.

Looking further afield, while local residents are lucky to have an extensive network of footpaths stretching in all directions, provision for cyclists is much more patchy. Many of the existing cycle routes are in poor condition and they do not connect up well, meaning that cyclists have to take risks on busy main roads to get to many destinations.

Current cycling and walking routes

The maps on the next two pages sketch out:

- The core walking and cycling routes between the three parishes at present.
- The main cycle links to other local destinations, with some of the problem areas marked in red.



Cycle links to local destinations - overview (2025)



Current danger spots

The survey asked where people think the main danger spots are at present that make walking, cycling and wheelchair/buggy use difficult. Views were gathered on six of the more obvious danger spots – as illustrated in the photos on the right.

The survey responses confirmed that people are concerned about all of these. The Castle Lane crossing over the Steyning Bypass was seen as the most risky, and was rated as ‘quite’ or ‘very’ dangerous by more than 80% of respondents. Horsham Road and Beeding Bridge came close behind.

People were also invited to point out other danger spots that were not on this list. There was a big response: 286 people left comments.

When these additional suggestions were analysed a ‘top 20’ locations emerged, all of which were mentioned by at least 5 people. The following were all raised by at least 15 people.

- Downs Link A283 crossing (36 mentions)
- Shootingfield Area around the schools (26)
- Bramber roundabout (23)
- Castle Lane & Downs Link path by Steyning Bypass (21)
- Henfield Rd A2037 (21)
- Horsham Rd & Ashurst A283 junctions (19)
- Footpaths across the Steyning bypass (16)

These results show that there are many places that are seen as hazardous, underlining that action is needed on many fronts in order to make our area feel safe for walking and cycling.

The map below points out where all these danger spots are.

Six of the more obvious danger spots



1. Horsham Road from Mouse Lane to the Leisure Centre



2. Newham Lane heading to the Horseshoe path



3. Castle Lane crossing over the Bypass



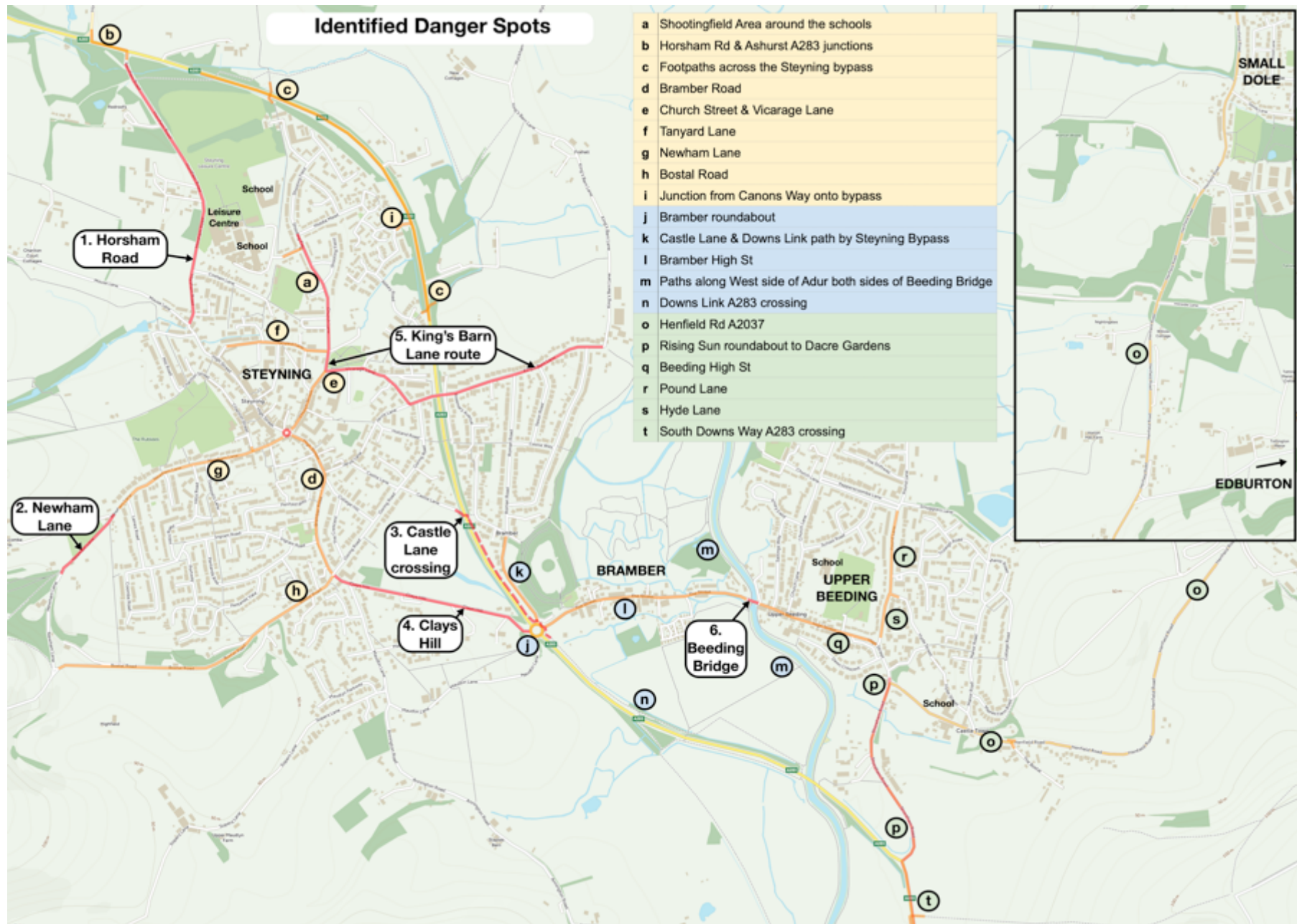
Clays Hill



King's Barn Lane route into Steyning – turn by Library



Beeding Bridge, where the river path comes out on the bridge



The Plan

The Walking & Cycling Survey provided clear evidence that while many people would like to walk and cycle more, they are put off by the hazards and inconveniences involved.

After carefully reviewing these results, the Working Party has come up with a list of 27 key improvements that would make our community much safer and more accessible for walkers and cyclists, and more manageable for those using wheelchairs, mobility scooters, and pushchairs.

These are grouped below into six main clusters:

1. Connecting our communities – Making it safer to cross the A283
2. Making it safe to walk and cycle to school
3. Making key routes more walking & cycling friendly
4. Re-imagining Steyning High Street
5. Improving safe access to the countryside
6. Simple fixes

These suggested improvements are sketched out below in outline form. They range from relatively simple steps, like installing bike racks in Steyning High Street, to more complex schemes involving significant investment.

Evidence showing the strength of support for specific ideas that emerged from the Walking & Cycling Survey via responses and comments is summarised in *blue italics*.

School routes

Making walking & cycling the natural choice for getting to and from school is one of the biggest prizes to be won. It would have a significant impact in reducing traffic and congestion during the twice-daily school run, and encouraging families to take the healthy choice and leave their car at home.

Proposals for achieving this are set out in Section 2 on Making it Safer to Walk & Cycle to School. However, quite a few of the improvements suggested in other sections also lie on routes that are currently, or could become, important ways of getting to school. To make this connection clear, these are flagged with this School Route symbol.



Early priorities

Among the 27 ideas set out below, the Working Party has identified 9 improvements which they consider to be the most immediate priorities. These were selected on the grounds that:

- They would make the biggest short-term difference; or
- Because they are simple fixes that will be relatively easy to implement.

These early priorities are marked below with double asterisks, as follows: ★★

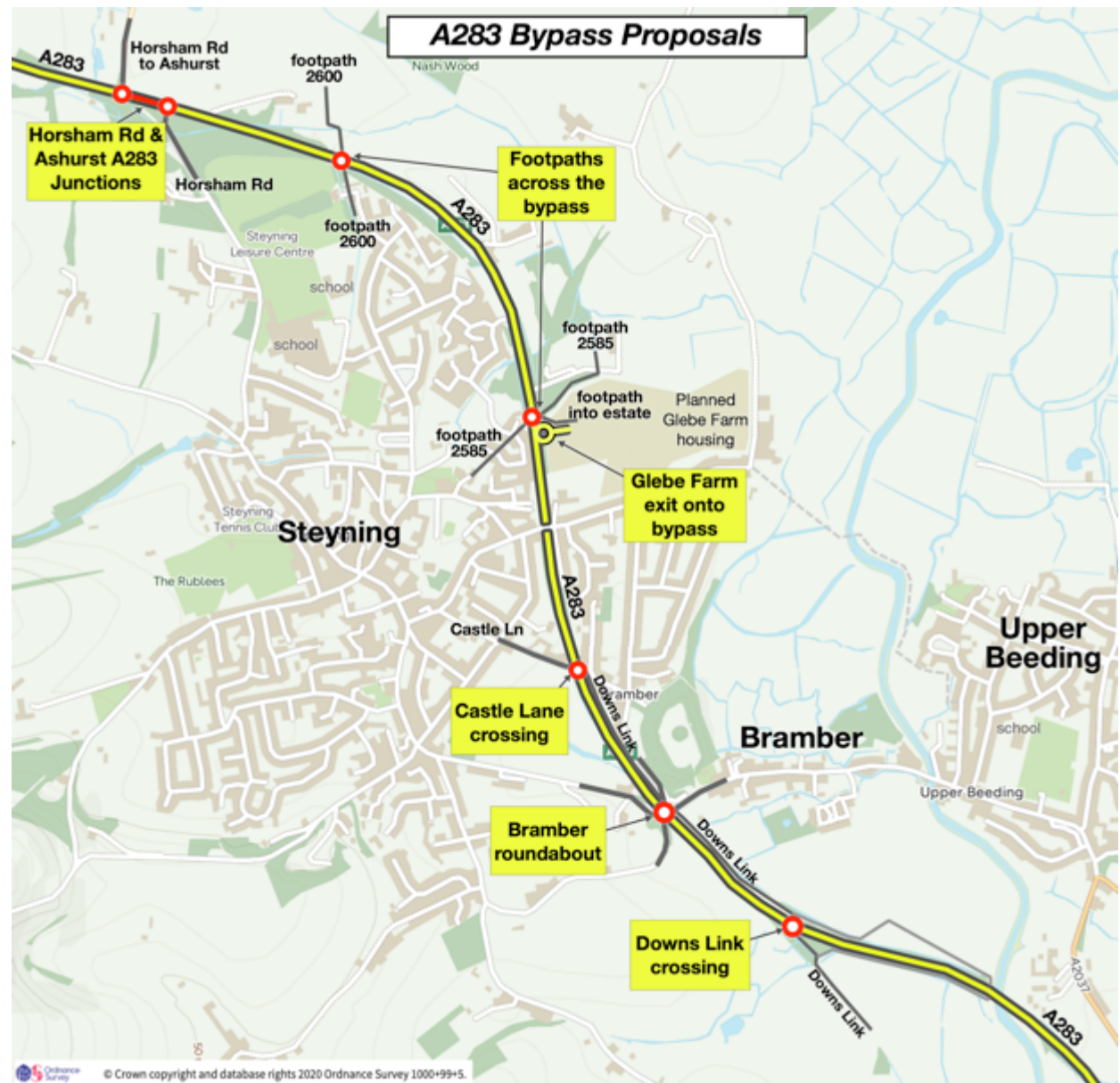
1. Connecting our Communities – Making it Safer to Cross the A283

The A283 Trunk Road cuts the communities of Steyning, Bramber and Upper Beeding in half. There are numerous crossing points and junctions along the 2.5 mile stretch from Dacre Gardens to the B2135 Ashurst junction. But almost every one of them feels dangerous for walkers and cyclists to cross.

The Survey provided ample evidence that local residents are nervous about crossing this busy main road, whether they are darting across at one of the four footpath crossings, or dodging traffic at one of the main junctions.

Making these crossings and junctions safer would transform the situation and make walking and cycling much more appealing, especially for those with young children or mobility challenges.

Six different proposals are set out below, each corresponding to a particular crossing point or junction.



1. Connecting our Communities				
Location	Current Problems/Hazards	Suggested measures	Parish	Notes
1.1 Castle Lane Crossing   SCHOOL ROUTE	- Lies on a frequently-used route between Steyning & Bramber, and the Downs Link. - Difficult and dangerous crossing over busy A283 Bypass. - Heavy, often fast-moving traffic. - Poor visibility, especially when foliage is overgrown and signs are obscured. <i>75% gave this a priority score of 4 or 5 (out of 5).</i>	- Install a safe crossing with better signage so this becomes a safe place to cross the A283. - A crossing with traffic lights would be ideal, but if not there should at least be a safe refuge in the middle of the road. - Introduce speed reduction on this stretch of the Bypass.* - Once implemented, this would become a preferred route avoiding Clays Hill.	Bramber	<i>A Community Highways Scheme application to WSCC to improve this crossing was submitted by Bramber Parish Council in July 2025.</i> <i>* The speed limit on this stretch has recently been reduced to 40mph.</i>
1.2 Downs Link Crossing	- This is a busy crossing for walkers and cyclists using the Downs Link. - At present it feels very hazardous due to the heavy, often fast-moving traffic. <i>36 people raised this as a danger spot.</i>	- Install a safe crossing with better signage so this becomes a safe place to cross the A283. - A crossing with traffic lights would be ideal, but if not there should at least be a safe refuge in the middle of the road. - Introduce speed reduction on this stretch of the Bypass.*	Bramber	<i>Improving this crossing suggested in the 2024 Sustrans report 'Guildford to the Sea'.</i> <i>* 40mph speed limit now implemented.</i>
1.3 Bramber Roundabout	- This busy roundabout is hard to negotiate for cyclists and walkers, and especially for those with mobility challenges. - It is also hazardous for motorists, as evidenced by the 7 accidents reported in the area on Crashmap⁵ in the past 5 years, 2 of them serious. <i>23 people raised this as a danger spot.</i>	Redesign the roundabout to make it safer for walkers, cyclists and other users.	Bramber	

⁵ Crashmap is a website showing national data on road traffic accidents – see: <https://www.crashmap.co.uk/>

1.4 Horsham Rd & Ashurst A283 Junctions	• The staggered junction and fast-moving traffic makes this dangerous for drivers but even more so for cyclists. • According to Crashmap, there have been 4 accidents at this junction since 2019, 2 of them serious. • <i>19 people raised this as a current danger spot.</i>	• Redesign both junctions to make them safer for drivers and cyclists. • Introduce a 40mph speed limit for this section of the Bypass.* • Creating a 40mph speed limit all the way from the Washington A24 roundabout to Dacre Gardens would be ideal.	Steypning	<i>* The recent speed limit reduction on the bypass stops short of this junction, but should be extended.</i>
1.5 Footpaths across the Bypass	• The two footpaths crossings the Bypass (FP2585 and FP2600) both feel very dangerous, due to fast moving traffic and poor signage & visibility. • <i>16 people raised this as a current danger spot.</i>	• Improve signage and road markings to alert drivers to the crossings. • Introduce a 40mph speed limit for this section of the Bypass.*	Steypning	<i>* With the recent speed limit reductions, these crossings are now in a 50mph zone. But 40mph would be much better.</i>
1.6 Glebe Farm Exit onto Bypass  	• This is a potential issue in future if the Glebe Farm Development of 265 new homes goes ahead. • The outline plans agreed by Horsham District Council have a crossing with traffic lights positioned 50m north of the new roundabout providing access to the development. While safe, this would be quite a detour for walkers and cyclists looking to cross the road. • The proposal is to allow pedestrian and cycle access (not cars) from Kings Barn Lane on the south and east sides of the development. • Canons Way could become a shortcut for Glebe Farm residents wanting to drive to the schools or the High Street, making it less safe for walkers & cyclists.	• The detailed design of the crossing has yet to be finalised. • It is vital to ensure that the A283 junction and crossing are designed with walkers & cyclists in mind. • There will be a significant number of school children needing to get to school via this route. • Consider a wheeling channel down the steps to Canons Way • The option of creating an alternative walking and cycle route running through the Glebe Farm development from the eastern end of the site should be considered. • Measures to avoid increased traffic on Canons Way need to be considered as part of the plans.	Steypning	<i>An initial meeting has been held between the Working Party and the Glebe Farm developers, Vistry, to make these points.</i> <i>Representations are also be made as part of the planning process.</i>

2. Making it Safe to Walk and Cycle to School

There are four school sites in the area at present: Steyning and Upper Beeding Primary Schools, and the two Steyning Grammar campuses – Shooting Field in Steyning and the Towers in Upper Beeding⁶. The twice-daily school run creates a peak of traffic and congestion around each of these, with many local children being dropped or picked up by car, and a large number of staff travelling to work by car from outside the area.

This picture is illustrated by two recent surveys carried out in autumn 2024. Steyning Primary School found that 54% of children travel to school most days by car or taxi, compared to 37% who walk. A mere 3% cycle to school.

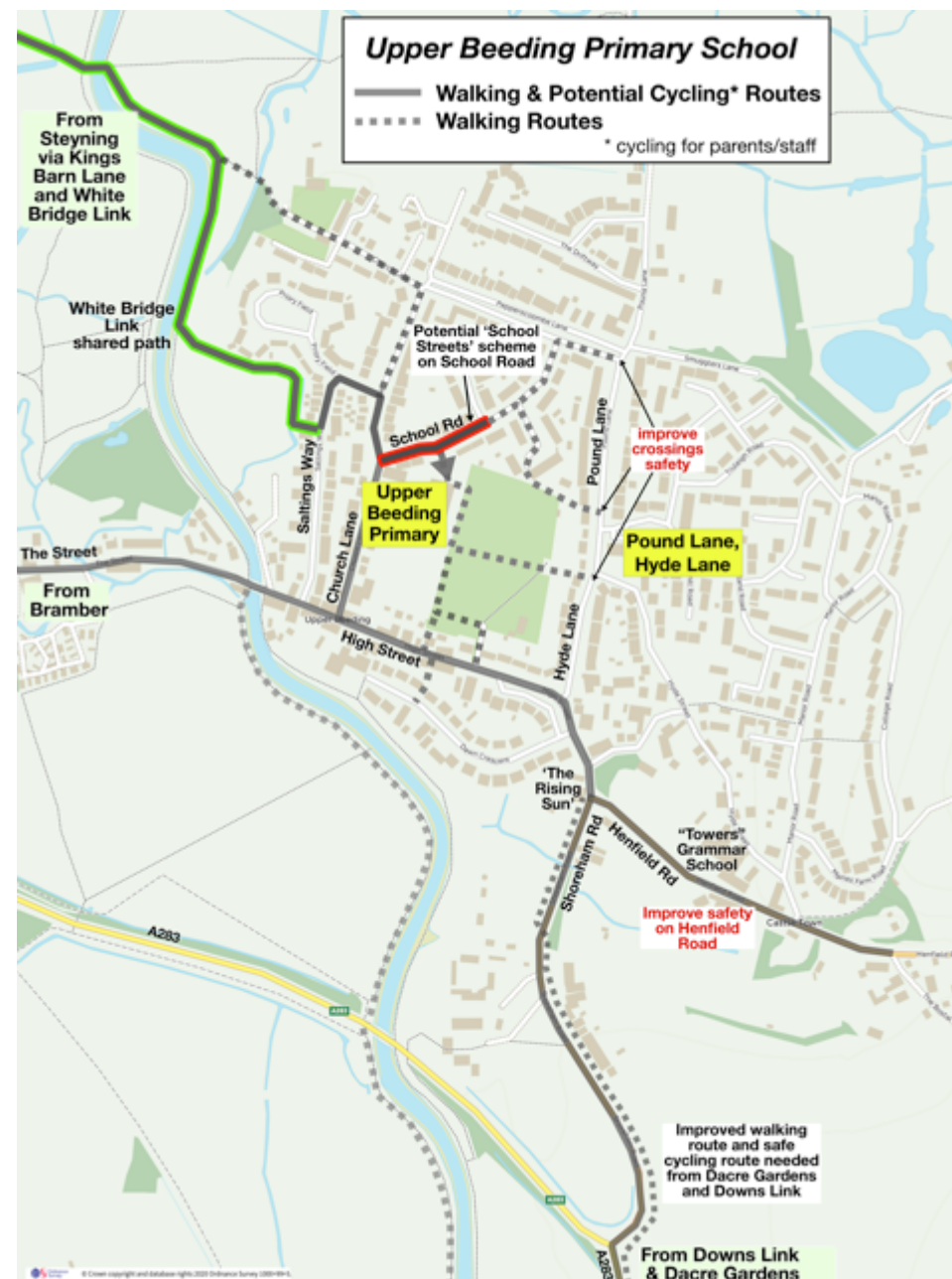
The Steyning Grammar School survey showed that while 949 (53%) pupils travel by bus to school and 557 (31%) walk, as many as 268 pupils (15%) come by car. Only 23 out of the total sample of 1800 pupils (1.3%) currently cycle.

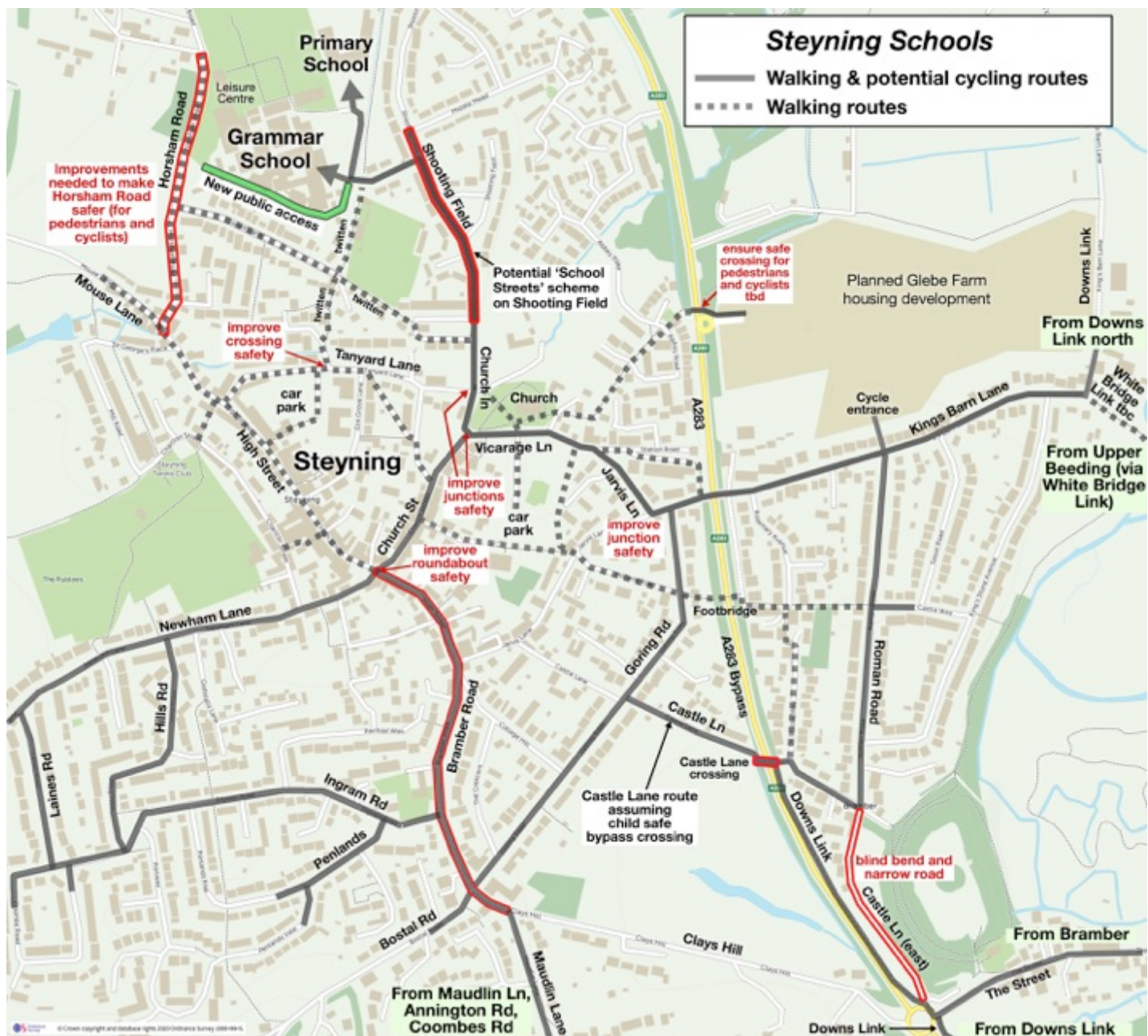
Encouraging children, parents and carers to walk or cycle to school is a major priority for this Walking & Cycling Plan. For this to happen walking and cycling have to feel both easy and safe. At the moment, as the Survey underlined, this is far from the case.

The County Council has a special focus on encouraging safe and sustainable travel to school and asks schools to set out their objectives and proposed solutions via a School Travel Plan. Nowadays these are stored electronically using an online portal called Modeshift. These School Travel Plans will be key documents for instigating and following up on future improvements.

The main routes to school at present and the proposed changes (shaded in yellow) are shown on the next two maps.

⁶ The Towers campus is due to be closed once the planned Steyning Grammar redevelopment goes ahead, with all teaching being concentrated at the new rebuilt Shooting Field site.





2. Making it Safe to Walk & Cycle to School

Location	Current Problems/Hazards	Suggested measures	Parish	Notes
2.1 Steyning Grammar School Re-development 	- The Grammar School is a major focal point for traffic congestion, with many cars & buses arriving/departing in a short space of time. - Current arrangements do not feel safe and discourage walking & cycling. - The forthcoming school redevelopment is a big opportunity to get this right, so walking & cycling are positively encouraged. <i>85% gave school safety a priority score of 4 or 5 (out of 5).</i>	As part of school redevelopment plans: - Create new car drop-off point on Horsham Road. - Keep Shooting Field largely car free for walkers/cyclists. - Create a new public access cycling and walking path from Horsham Road along southern boundary of school site to the Football Club. This would create a new safe route to and from the Grammar School and the Leisure Centre avoiding Horsham Rd. - Include plenty of secure cycle racks. - Improve pedestrian safety on Horsham Road - calm traffic, solve flooding, widen pavement (see Part 3 below).	Steyning	<i>Build these measures into Steyning Grammar School Travel Plan.</i> <i>Ensure measures are integrated in the school redevelopment plan from the outset.</i>
2.2 Shooting Field area around the Schools 	- Heavy congestion at school drop off/pick up times. - Illegal parking. - Badly rutted road. - Feels awkward and unsafe for cyclists, especially younger children. - Crossing Tanyard Lane by the Health Centre is difficult due to badly parked cars. <i>26 people raised this as a current danger spot.</i>	In the immediate term: - Prioritise upgrading the Kings Barn Lane route from the White Bridge to Steyning Schools (covered in Section 3 below). - Consider creating a 'School Street' Zone on Shooting Field, restricting car access during drop off and pick up times. - Repair road surface of Shooting Field. - Consider cycle lanes on Shooting Field. - Restrict on-site car drop-offs further. - Promote 'park and walk' from Newmans Gardens Car Park by the Health Centre.	Steyning	<i>Build into Steyning Grammar and Steyning Primary School Travel Plans, and ensure the two Plans dovetail together.</i> <i>Need to build on lessons learned from previous efforts to improve school safety around Shooting Field.</i>

2.3 Upper Beeding Primary  	• Heavy congestion around School Road at school drop off/pick up times. • Illegal parking. • Unsafe for cyclists. • Pound Lane and Hyde Lane are both busy routes for walking to school, but are hard to cross due to traffic and badly parked cars. • <i>85% gave school safety a priority score of 4 or 5 (out of 5).</i> • <i>13 people raised Pound Lane & Hyde Lane as current danger spots.</i>	• Consider creating a 'School Street' zone in School Road. • Create safe crossings on Pound Lane and Hyde Lane to link up with the footpaths to school. • Create preferred walking (and in due course cycling) routes to/from the White Bridge.	Beeding	<i>Build into Beeding Primary School Travel Plan.</i>
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3. Making Key Routes More Walking & Cycling Friendly

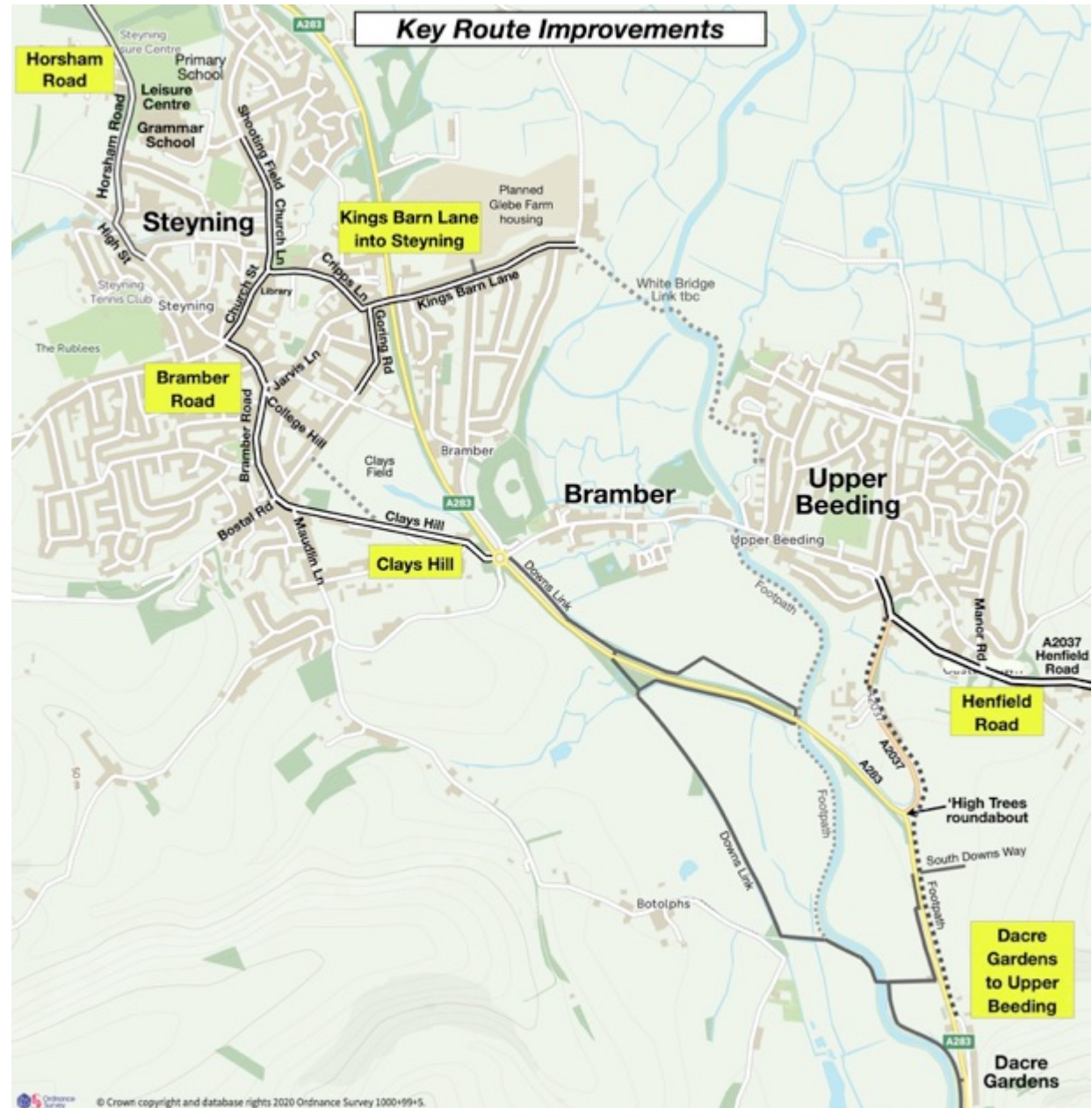
All of the important routes into Steyning, Bramber and Upper Beeding suffer from drawbacks that make them unappealing or outright dangerous for walkers and cyclists.

The problems are caused by a combination of narrow roads, narrow footways⁷, overgrown foliage, speeding traffic, and poor visibility. Concerted efforts will be needed if these are to be addressed.

Six suggested improvements are set out below, with their locations shown on the adjoining map.



Horsham Road on a wet day



⁷ A footway is a pavement that runs alongside a public road.

3. Making Key Routes More Walking & Cycling Friendly

Location	Current Problems/Hazards	Suggested measures	Parish	Notes
3.1 Horsham Road 	- This is a key route to the Leisure Centre and Grammar School. - Narrow road with fast-moving traffic. - Footway is very narrow in places and often overgrown with foliage. - Flooding in wet weather means pedestrians get splashed. - Dangerous sharp turn into the High Street. 65% gave this a priority score of 4 or 5 (out of 5).	Make this a safer route through a combination of: - Traffic calming measures such as pinch points, better road marking and speed reductions. - Cutting back foliage to widen footway. - Redesign drainage so it does not flood. - Make this a permanent 20mph zone (there is a temporary 20mph sign by the Leisure Centre that flashes during pick-up/drop-off times).	Steyning	<i>Building a new public access path between Horsham Road and the Football Club as part of the Grammar School redevelopment will help reduce congestion on this route (see above).</i>
3.2 Kings Barn Lane Route into Steyning 	- This is already an important walking & cycling route and will get a lot busier once the White Bridge is reopened, and if the Glebe Farm Development goes ahead. - Will become a key route for children getting to school, but has hazards along the way. - Junctions by Steyning Library and at the bottom of Church Lane feel particularly dangerous for walkers & cyclists. - Junction with Goring Road and the sharp bend heading down Cripps Lane are also danger spots. - There is no footway on parts of Kings Barn Lane so walkers have to share the road with other users. 42% gave this a priority score of 4 or 5 (out of 5).	- Carry out safety review of this whole route for cyclists and pedestrians coming this way, particularly school children. - Signpost it clearly to draw attention to it as a key school route. - Measures could include improved road markings, redesigned junctions, and footpath improvements.	Steyning	<i>Some minor improvements to parts of this route (dropped kerbs and tactile paving) are already included in the Glebe Farm S106 Planning Agreement. But more work is needed to make the route truly safe.</i>

3.3 Dacre Gardens to Upper Beeding 	• Dacre Gardens by the Cement Works is a sizeable community of over 50 homes. • The footway alongside the A283 is the only way for Dacre Garden residents to walk or cycle to local schools. But it is right next to a busy road and feels dangerous, particularly for young children. • For cyclists heading south to the Downs Link this route also feels dangerous because of the busy narrow road heading out of Upper Beeding. The only alternative is to take a 2km detour through Bramber. • <i>11 people raised the Dacre Gardens walking route as a current danger spot. 61% would definitely use this cycle route if it was improved, and a further 26% might.</i>	Make this a walking and cycle friendly route by: • Introducing a 30mph limit on the stretch of the Shoreham Road (A2037) heading out of Upper Beeding (it is currently 40mph). • Widening the current footway between the newly installed crossing on the Shoreham Road to the High Trees A283 roundabout, so it can be used by cyclists. • Moving the current footway alongside the A283 so it is further back from the main road, and widen it so it can be used by cyclists (there is a broad verge for most of this route)	Beeding	<i>Build into Beeding Primary School Travel Plan.</i> <i>Clearing the current footway would help in the short term.</i> <i>Upgrading this route could be a candidate for S106 funding if the Cement Works redevelopment goes ahead.</i>
3.4 Clays Hill	• This is the most direct route between Steyning, Bramber & Beeding. • But the narrow footway, next to a busy narrow road, deters walkers and cyclists from using this route. • Traffic often exceeds the 30mph limit.	• Introduce traffic calming measures, such as a pinch point half way up the hill where the public footpath 2728 exits Clays Field. • Make this a 20mph zone. • Cut back foliage more regularly.	Bramber	<i>This is not listed as a School Route as the Castle Lane Crossing would be a better route once it is improved.</i>
3.5 Bramber Road 	• This stretch of road is daunting for cyclists and not ideal for walkers. • Cycling up the hill feels risky because of the narrow road & overgrown foliage. • Junctions with Jarvis Lane and College Hill are both on a blind corner. • Footway between Bostal Rd and Maudlin Lane is narrow & heavily cambered. • Problems made worse by speeding traffic. • <i>12 people raised this as a danger spot.</i>	Make this a safer route through a combination of: • Traffic calming measures, better road marking and speed reductions. • Cutting back foliage more regularly. • Widening the footway in places. • Make this a 20mph zone.	Steyning	

3.6 Henfield Road 	• Henfield Road (A2037) as it enters Upper Beeding is dangerous for walkers and cyclists because of fast moving traffic, poor visibility and overgrown vegetation. • Crossing at the junction with Manor Road is particular hazardous as it is on the brow of a hill, is poorly lit, and there is no footway on the Manor Road side. • <i>9 people raised this as a current danger spot.</i>	Make this a safer route through a combination of: • Traffic calming measures, better road marking and speed reductions. • Cutting back foliage. • Improving street lighting. • Redesigning the Manor Road junction with pedestrians and cyclists in mind.	Beeding	<i>Plans to install a Speed Indicator device near this junction are already underway.</i>
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4. Reimagining Steyning High Street

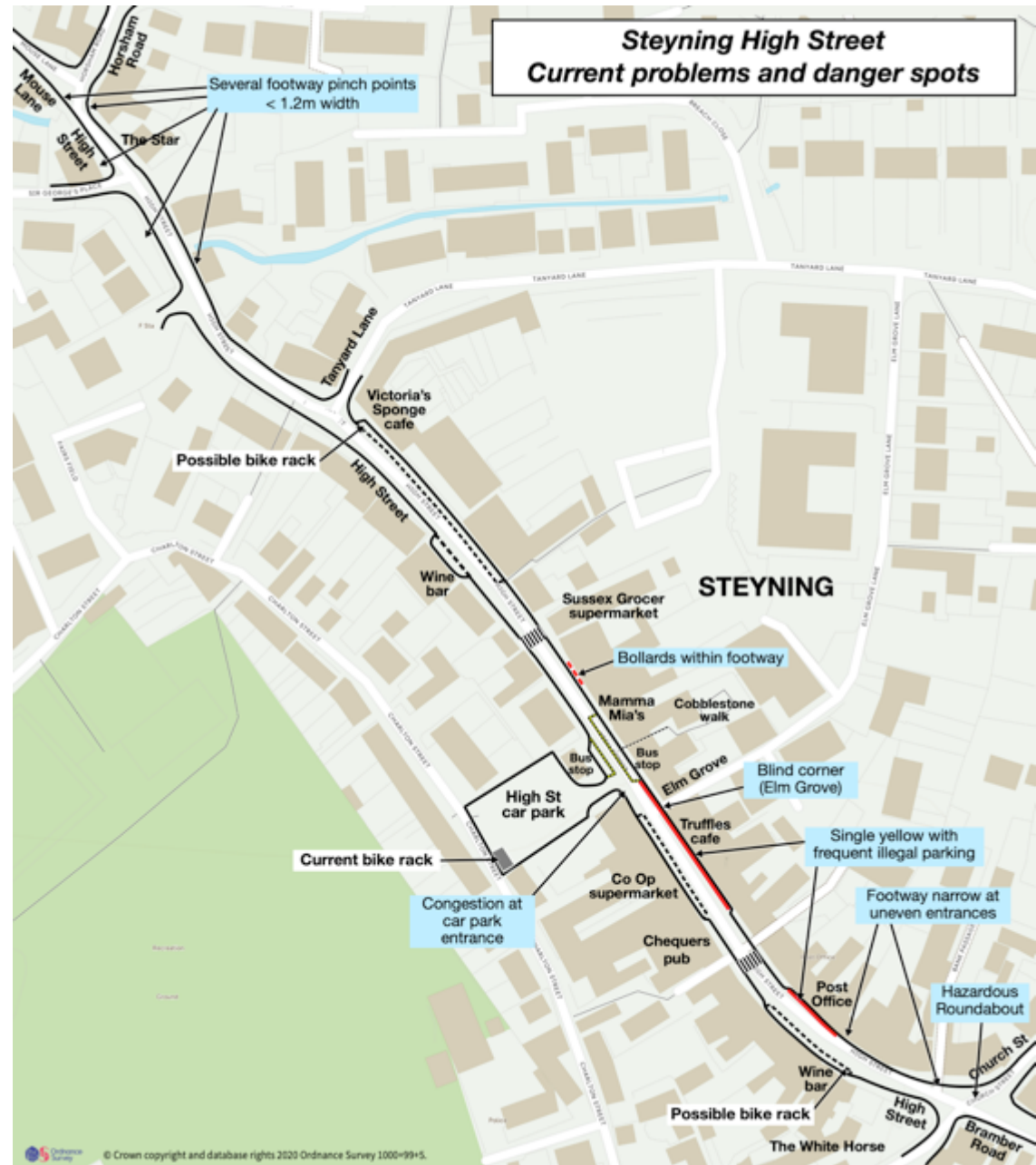
Although Steyning's historic High Street has many attractions, it could be a lot more cycling and walking friendly.

For much of the day, cars and vans dominate what could be a much more attractive and versatile multi-user space. Vehicles often park illegally outside Truffles and the Post Office, restricting visibility, blocking the flow of traffic and making it harder to cross the road or navigate the pavements safely.

While it can be argued that this illegal parking provides a natural traffic calming effect, there must be a safer and better way of doing this – one that adds to Steyning's feel as a historic market town, rather than detracting from it.

Coming up with a new vision for Steyning High Street that makes it more welcoming for cyclists and those on foot, and easier to negotiate for those with mobility challenges, would take time and would be a major undertaking. There are trade-offs to consider, not least in ensuring that local businesses benefit, since they are the lifeblood of the High Street. So a fully consultative process will be needed to weigh these up.

While a range of doubts were raised, the survey showed there is a clear appetite among many local residents for re-imagining what Steyning High Street could be like in future. Here are some of the ideas suggested for what this might look like.



4. Reimagining the High Street

Location	Current Problems/Hazards	Suggested measures	Parish	Notes
4.1 Reimagining Steyning High Street	- Traffic is often illegally parked on the single yellow lines outside Truffles and the Post Office, creating added congestion. - Drivers and cyclists do not always respect other High Street users. - Pavements are narrow and uneven in places, and difficult to negotiate with a buggy or wheelchair. - There is very limited bike parking. The only bike rack is hidden at the back of the Clock Tower car park, and is marked for Motorcycles Only. - There is very little scope at present for restaurants and cafés to put tables out on the pavement. 59% gave this a priority score of 4 or 5 (out of 5).	- In the short term, repairing pavements and installing secure bike racks in key locations would help (<i>see Simple Fixes section below</i>). - In the longer term, undertake a much more ambitious project to 'Reimagine the High Street'. - This would involve engaging local businesses and residents in rethinking how the High Street could be laid out to make it more welcoming to walkers and cyclists, less dominated by vehicle traffic, and more attractive to shoppers. - Options to consider could include introducing traffic calming measures, reviewing parking arrangements, widening pavements in places to allow cafés to put out tables, introducing planting and other street furniture, and closing the High Street or making it one-way traffic on certain days of the year. - Special attention would need to be given to users of wheelchairs and mobility scooters, as they are not well catered for at present. - Ensuring continuing access for delivery vehicles is a key concern for local traders.	Steyning	<i>Initial conversations have already been held with the Steyning & District Business Chamber to raise this idea.</i> <i>Lessons can be learned from other town centres that have introduced 'shared space' and similar concepts.</i>

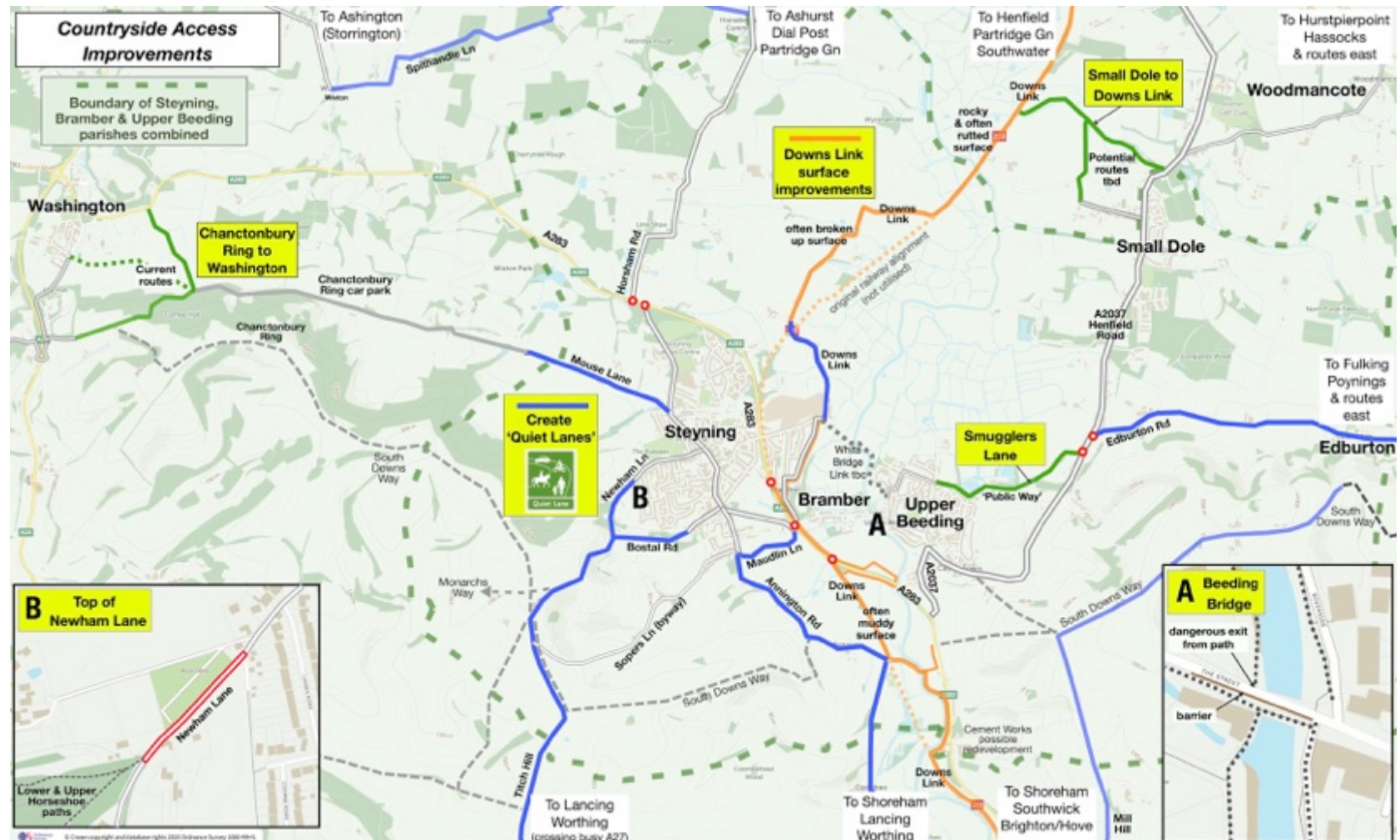
5. Improving Safe Access to the Countryside

We are lucky to be surrounded by some wonderful countryside. But it is not always easy to get to. Some of the main walking routes involve negotiating stretches of road that lack footways and can feel dangerous at times. There are barriers for cyclists too. Most of the nearby main roads are narrow and winding, with poor visibility. Existing bridleways are in poor condition in places and don't join up well. And while the Downs Link offers a popular north-south route, once you get to it, east-west cycle links are patchy.

There is clear scope for improving things to make it easier for walkers and cyclists to access the countryside safely, and thereby encourage people to get out more.

Four ideas for improving longer distance routes are sketched out below, all of which received strong support in the Survey.

But first, three other local dangers spots are highlighted that prevent access to the countryside and need to be addressed as a matter of urgency.



5. Improving Safe Access to the Countryside

Location	Current Problems/Hazards	Suggested measures	Parish	Notes
Addressing Local Danger Spots				
5.1 Beeding Bridge 	- The footpath on the west of the river, on the upstream side, comes out directly onto a busy road at Beeding Bridge. - This is a popular route for walkers and is getting extra footfall while the White Bridge is temporarily closed. - Poor visibility for drivers & walkers. - Crossing the road is hazardous. 48% gave this a priority score of 4 or 5 (out of 5).	Carry out a safety review of the Bridge to identify the most effective solution. Options include: - Introducing traffic calming measures and better road signage to slow traffic down and warn motorists of walkers on the road. - Considering traffic lights, or a single lane pinch point that creates space for pedestrians. - Improving the entrance to the footpath so pedestrians can wait safely to cross. - Creating an opening in the barrier on the south side of the bridge approach so pedestrians can go directly across the road.	Bramber	<i>Ensuring good visibility for walkers and drivers will be important part of the solution.</i>
5.2 Top of Newham Lane	- The top end of Newham Lane on the way to the Horseshoe path is very narrow. - Traffic is often travelling quite fast, making it feel unsafe for walkers and cyclists. - There is no footway. 35% gave this a priority score of 4 or 5 (out of 5).	- Apply to have the roads leading to this spot officially designated as 'Quiet Lanes'. - This would involve putting up signs to show drivers the route is being used by other road users, and encouraging them to slow down. - An alternative would be to designate this as an 'Access for Residents Only' route.	Steyning	<i>There is no obvious route for creating a footpath alongside the road.</i>

5.3 Create 'Quiet Lanes' on other minor roads	- Several other smaller roads approaching Steyning, Bramber and Upper Beeding also do not feel safe for walkers and cyclists due to a combination of speeding traffic, overgrown foliage, and the lack of any verge or footway to walk on. - The Bostal Road over the Downs, the Annington/Coombes Road and the Edburton/Poynings Road are all good examples.	- These roads could be made more welcoming for walkers, cyclists and horse riders by designating them as "Quiet Lanes". - Adding "Quiet Lane" signs in key places would alert drivers to the fact that these roads are not just for cars, and encourage them to slow down and be more alert. - Cutting back hedges more regularly to improve visibility would also help.	Steyning Beeding	<i>Creating a ring of Quiet Lanes around our community would send a gentle but consistent message to drivers to take care.</i>
Improving Longer Distance Routes				
5.4 Downs Link Surface Improvements	- There are multiple stretches of the nearby Downs Link that are rutted and hard to negotiate on a bike, especially for inexperienced cyclists. <i>73% would definitely use this route if it was improved, and a further 21% might.</i>	- Introduce a systematic maintenance plan so the whole Downs Link route is safer and more attractive for walkers and cyclists. - Creating a simple system for reporting problems would help to alert the Council. - Add signs to encourage more mutual consideration between cyclists, walkers and horse riders.	Steyning Bramber Beeding	<i>A contribution of £80,000 for upgrading the Downs Link has been included in the Glebe Farm S106 agreement.</i>
5.5 Smugglers Lane	- This ancient 'Public Way' into Upper Beeding from the east is narrow, muddy, and overgrown. - It is hard to negotiate for walkers in wet weather and even harder for cyclists. - Vehicles are currently using parts of this route, which should not be happening. <i>51% would definitely use this route if it was improved, and a further 32% might.</i>	- In the short term, clarify the status of this route and enforce 'No Through Road' rules at the Pound Lane end, so vehicles are excluded. - In the longer term, upgrade the Henfield Road end of the Smugglers Lane track to an all-weather path to create a viable east-west cycling route.	Beeding	<i>The status of this route is currently ambiguous, with Google Maps directing traffic down part of it.</i>

5.6 Small Dole to Downs Link	• There is no easy way at present for cyclists in Small Dole to access the Downs Link, despite it passing nearby (less than a mile away). • <i>47% would definitely use this route if it was improved, and a further 33% might.</i>	• Upgrade the current footpath (ref. 2775 / 3203) to create a cycle route from Small Dole to the Downs Link. • This will connect residents of Small Dole to this important cycle route and open up new opportunities for leisure cyclists and commuters.	Henfield	<i>Will involve liaison with Henfield Parish Council and landowners.</i>
5.7 Chanctonbury Ring to Washington	• There is now a good multi-user track from Mouse Lane behind the Round Robin cottages to the track by Wiston House. • Improvements have also recently been made to the bridleway from the Chanctonbury Ring car park heading east and then up the hill to the South Downs Way above Washington (ref. 2704). This is now much better suited for walkers and mountain bikes. • In the longer term, however, it would be ideal if this route could be upgraded further so there is a high quality and more direct cycling route to Washington. • <i>46% would definitely use this route if it was improved, and a further 33% might.</i>	• Consider options for creating a high quality and more direct cycling route from Steyning to Washington, at the foot of the South Downs. • This may involve re-routing the current footpath (ref. 2089) and upgrading it to a bridleway. • This has the potential to become a popular east-west cycle route, and allow cyclists to avoid the dangerous A283.	Wiston & Washington	<i>Will involve close liaison with the Wiston Estate and other landowners.</i>

6. Simple Fixes

As well as the more ambitious suggestions sketched out above, the Survey generated some ideas for smaller improvements that would be quite simple to implement but would make a difference.

6. Simple Fixes				
Location	Current Problems/Hazards	Suggested measures	Parish	Notes
6.1 Install bike racks in Steyning High Street 	- There is very limited bike parking in the High Street at present. The only bike rack is at the back of the High Street car park and is marked for Motorcycles Only. - Lack of secure, convenient and easily visible bike parking is a problem both for local residents wishing to use their bike, and cyclists visiting the town. <i>32% said lack of convenient and secure bike parking was one of the factors that put them off cycling more.</i>	- Install at least three sets of bike racks, at convenient points on the High Street. The suggestion is to: - Convert a single parking spot at each end of the High Street into an area for bike parking, using metal planting tubs to designate the area and provide an attractive visual feature. - Create a dedicated. bike parking area within the High Street Car Park, ideally in a visible spot near the entrance. - This would create at least 20 bike parking spaces at the expense of just 3 car parking spots. This seems a reasonable exchange given that Steyning currently has 200 car parking spaces on or near the High Street, if the Newmans Gardens Car Park is included.	Steyning	<i>Work has already started in developing plans and raising funds for this.</i> <i>A Community Highways Scheme application was submitted to WSCC by Steyning Parish Council in July 2025.</i>
6.2 Keeping Twittens Clear 	- Our communities are criss-crossed by footpaths or 'twittens' that cut through residential areas and are important thoroughfares for local residents. - But maintenance of these is patchy. Foliage gets overgrown in summer, and during winter months the paths are made treacherous if leaves have not been	- More regular monitoring and maintenance of these footpaths. - Consider setting up 'Adopt a Footpath' schemes to encourage local residents to volunteer to keep an eye on particular paths and take on easy maintenance tasks. - Sweeping up leaves before they start to rot.	Steyning Bramber Beeding	<i>These could potentially be organised by the respective Parish Councils, in a similar way to the current litter picking volunteers.</i>

	cleared and are left to rot. - Poor lighting is also an issue in places. Specific paths mentioned include: - The footpath from Breach Close to Steyning Schools. - The route from De Braose Way to Rosemary Avenue, and from there across the Bypass footbridge. - The path from Penlands Vale to Penlands Rise. <i>14 people raised these as a current danger spot.</i>	- Alerting homeowners of their responsibility to prune foliage on their boundaries. - Better liaison with the District and County Councils to ensure they are alerted to issues that are council responsibilities. - Installing low-cost solar lights in places where poor lighting is an issue. - Publishing a map of local twittens would be a nice idea, as not everyone knows where they are. - Some signposting could also help.		
6.3 Bottom of Newham Lane  	- Crossing Newham Lane near the junction with Charlton Street is difficult because the road bends slightly, and the hedge on the west side is overgrown, making visibility poor. <i>6 people raised this as a current danger spots.</i>	- Cut the hedge back regularly to ensure clear visibility. - Install a convex traffic mirror to make crossing easier.	Steyning	<i>There is ambiguity over who owns the current hedge that needs clarifying.</i>
6.4 Footpaths along the Adur 	- The footpaths along the east and west bank of the River Adur on both sides of Beeding Bridge are getting increasingly overgrown and are not being maintained regularly. - Some patches are also very rutted and muddy.	- More regular monitoring and maintenance of these footpaths. - Better liaison with WSCC and the Environment Agency which between them have responsibility for maintaining these paths. - This could be a candidate for an 'Adopt a Footpath' scheme. Volunteers could potentially take on easy maintenance tasks.	Bramber & Steyning	

Next Steps

Coming up with this list of suggested improvements and having this Plan adopted by the three Parish Councils is an important first step. But for any of these ideas to proceed they will need to be worked up into detailed proposals in collaboration with the relevant stakeholders, taking account of latest regulations and good practice guidelines. And, crucially, funding will have to be found.

Key stakeholders

There are a number of organisations that will need to be involved in developing and implementing these proposals. The specific partnerships required and the roles that organisations will play will depend on the particular measures being implemented. The checklist below makes a first attempt at sketching these out.

Engagement with Parish Councils will be essential and this will be coordinated by the new Joint Parish Climate Action Group (JPCAG). This has been set up in the past year to coordinate action on climate and nature, so is well placed to take on this cross-cutting responsibility.

The role of the County Council

As the local highways authority, West Sussex County Council will have a central part to play in almost all of the improvements suggested. The WSCC Highways Team have provided strong support to the concept of developing this Plan, and have provided valuable advice at key stages.

Various procedural mechanisms can be followed to develop and implement active travel improvements:

- **Community Highways Schemes (CHS)** – are community-led improvement projects implemented by the county council. Schemes are prioritised based on a scoring matrix to establish a list of schemes to be delivered.
- **School Travel Plans** – which are developed by schools in partnership with the County Council.

- **Traffic Regulation Orders (TRO)** – these are legal documents that allow authorities to enforce traffic regulations, such as speed limits, parking restrictions, and one-way streets.
- **Active Travel England** – strategic investments in active travel can be put forward by WSCC for funding from this national body.

The checklist includes a column with recommendations from WSCC on which of these routes might be the most appropriate to follow.

The role of the District Council

As the local planning authority covering the three parishes (with the exception of areas within the National Park boundary), Horsham District Council (HDC) will have an important role in ensuring walking and cycling priorities are factored into relevant planning applications.

HDC oversees both Section 106 and Community Infrastructure Levy (CIL) contributions for developments outside the National Park. These are two different routes through which local transport improvements can be funded by developers to offset the impacts of new housing developments (such as Glebe Farm). HDC also has direct responsibility for managing a number of local facilities, including some car parks and green spaces such as Bramber Brooks.

HDC have expressed their support for this Local Walking and Cycling Plan and are working on how best to acknowledge it formally with a view to it being given weight when making decisions on planning applications. There may also be opportunity for any new Local Plan for the District to reference the LWCP, although this will depend on the nature of forthcoming planning reforms.

In the meantime it has been agreed that the LWCP Working Party will prepare an Annex to this Plan which sets out the proposed improvements it includes in a way that matches the format of the Horsham Infrastructure Delivery Plan. This will make it easier to incorporate local priorities into district level plans and will prepare the ground for future bids for CIL funding. This Annex will be discussed

with the HDC planning team on a regular basis as part of annual review cycle.

Teaming up with the National Park

The South Downs National Park (SDNP) has a strong commitment to encouraging walking and cycling as part of their broader ambitions to improve access to and enjoyment of the Park. This is underlined in the South Downs Local Plan, their Partnership Management Plan, and their Walking and Cycling Strategy. To provide a strategic framework for its active travel efforts the SDNP is in the process of creating their own Local Cycling & Walking Infrastructure Plan.

The National Park has an important leadership role in coordinating landscape level improvements that cut across local authority boundaries. Under Section 245 of the Levelling-up and Regeneration Act (2023) local authorities have a duty placed on them to seek to further National Park purposes. This includes working to improve public understanding and enjoyment of the National Park's special qualities, of which enhancing public access is one important element.

Since Steyning, Bramber and Upper Beeding are situated right on the border of the National Park there are obvious benefits from joining forces. Improving safe access to the South Downs is a high priority within this Plan. Given that several of the proposed improvements are located within the National Park the South Downs National Park Authority will be a key stakeholder and potential ally in implementing them. The most obvious of these connections are flagged up in the checklist below.

As the local planning authority covering the parts of the three parishes within the park boundary, the National Park Authority also determines some planning applications and is the planning authority responsible for any proposed Shoreham Cement Works development.

Timeframe

The 27 proposals set out in this Plan create an ambitious agenda for change that, even optimistically, will take 5-10 years to implement.

County Council and S106/CIL funding is limited, and hard fought for, so other sources will need to be identified if progress is to happen fast.

A start has been made, however. Two Community Highways Scheme applications have already been submitted to WSCC to:

- Improve the Castle Lane Crossing (item 1.1) – by Bramber Parish Council
- Install two sets of bike racks in Steyning High Street (item 6.1) – by Steyning Parish Council.

We will know more on the prospects for these applications later in the year.

Coordinating implementation

To keep the momentum up on walking and cycling improvements, the suggestion is for the Steyning & District Community Partnership's Sustainable Travel Committee to convene an annual meeting with the Joint Parish Climate Action Group to:

- Review progress over the past year.
- Consider whether any updates in the Plan are needed.
- Suggest priorities for the next year, to be agreed as appropriate by the three Parish Councils.
- Agree on which organisations are best placed to lead on specific projects, and what other partnerships or Working Parties will need to be established to follow up on the various proposals.

The suggestion is to build this into an Annual Implementation Plan to guide community efforts over the following year.

This review process will include conversations with key contacts at WSCC, HDC and SDNP. This will help ensure efforts are 'joined up' and the opportunities for collaboration are maximised.

The Implementation Plan will then be shared with the public so local residents can see what projects are in the pipeline and can contribute their comments and suggestions.

Next steps checklist

This table sets out who the key stakeholders will be in taking forward the suggested improvements, and the likely County Council implementation mechanisms that could be used. The Sustainable Travel Committee will play an overall convening and oversight role, establishing Working Parties as needed to work on specific projects. Key: ★★ = Early priority CHS = Community Highways Scheme ATIP = Active Travel Improvement Programme LTIS = Local Transport Improvement Scheme PRow = Public Rights of Way team SDNPA = South Downs National Park Authority

Suggested Improvement		Key Stakeholders					Likely WSCC Implementation Mechanism
		Parish Council	Schools	WSCC	HDC	Other	
Connecting our Communities	1.1 Castle Lane Crossing ★★	Bramber		Highways			CHS
	1.2 Downslink Crossing	Bramber		Highways		Sustrans	CHS
	1.3 Bramber Roundabout	Bramber		Highways			CHS / LTIS
	1.4 Horsham Rd & Ashurst A283 Junctions	Steyning		Highways			CHS / LTIS
	1.5 Footpaths across the Bypass	Steyning		Highways	Planning		CHS
	1.6 Glebe Farm exit to Bypass ★★	Steyning		Highways	Planning	Developer	
School Travel	2.1 Steyning Grammar Re-development	Steyning	SGS	Highways	Planning	Dept. of Education	School Travel Plan / ATIP
	2.2 Shooting Field area around schools ★★	Steyning	SGS + Steyning Primary	Highways			as above
	2.3 Upper Beeding Primary ★★	Beeding	UB Primary	Highways			as above
Key Routes	3.1 Horsham Road	Steyning	SGS	Highways Education			School redevelopment
	3.2 Kings Barn Lane Route into Steyning ★★	Steyning		Highways	Planning		CHS
	3.3 Dacre Gardens to Upper Beeding	Beeding		Highways		SDNPA	CHS / ATIP

Suggested Improvement		Key Stakeholders					Likely WSCC Implementation Mechanism
		Parish Council	Schools	WSCC	HDC	Other	
Key Routes	3.4 Clays Hill	Bramber		Highways			CHS
	3.5 Bramber Road	Steyning		Highways			CHS / ATIP
	3.6 Henfield Road	Beeding		Highways			CHS / ATIP
High St.	4.1 Reimagining Steyning High Street	Steyning		Highways	Planning, Parking	Business Chamber, etc.	CHS Public Realm Improvement
Safe Access to Countryside	5.1 Beeding Bridge ★★	Bramber		Highways PRoW		SDNPA	CHS / PRoW
	5.2 Top of Newham Lane	Steyning		Highways		SDNPA	CHS
	5.3 Create 'Quiet Lanes' on minor roads	All three		Highways		SDNPA	CHS
	5.4 Downs Link Surface Improvements	All three		PRoW	Planning	Landowners SDNPA Sustrans	PRoW
	5.5 Smugglers Lane	Beeding		PRoW		Landowners, SDNPA	PRoW
	5.6 Small Dole to Downs Link	Henfield		PRoW		Landowners	PRoW
	5.7 Chanctonbury Ring to Washington	Wiston & Washington		PRoW		SDNPA, Wiston Estate, other landowners	PRoW
Simple Fixes	6.1 Bike racks in Steyning High Street ★★	Steyning		Highways	Parking		CHS
	6.2 Keeping Twittens Clear ★★	All three		Highways	Litter team Neighbourhood Wardens	Parishes, volunteers	
	6.3 Bottom of Newham Lane ★★	Steyning		Highways		Parishes	
	6.4 Footpaths along the Adur	Bramber & Steyning		PRoW		Environment Agency	

Evidence of Public Support for Two Community Highways Scheme Applications

The Local Walking and Cycling Plan for Steyning, Bramber and Upper Beeding is now completed.¹ Drawing on evidence of local priorities that emerged in developing this Plan, including from an extensive online survey, two applications were put forward by local parish councils in July 2025 to the WSCC Community Highways Scheme:

- From Bramber Parish Council to improve safety of the Castle Lane crossing on the A283 bypass.
- From Steyning Parish Council to install two sets of bike racks on Steyning High Street.

We understand from correspondence with Bramber Parish Council that the online survey does not qualify as adequate evidence of public support, as it does not include actual signatories. We find this rather extraordinary, given the large response rate (over 450) and the thorough nature of the survey.

However, rather than hold the applications up we decided to take steps to gain explicit evidence of public support for the two schemes. We designed a short petition asking people if they backed the on or both of the schemes, and took advantage of a public event happening on Sunday 31st August – the Street Food Piazza in Steyning – to gather signatures.

There was an enthusiastic response to both schemes. In just over three hours we gained:

- 155 signatures in support of the Castle Lane crossing application.
- 154 signatures in support of the High Street bike rack proposal (just one person failed to tick both boxes).

Of these, 129 (83%) were from the BN44 postcode and 17% from neighbouring areas.

Copies of the signed petitions sheets are provided below, along with images showing the display materials used to explain the proposals to the public.

We trust that this petition will fill the gap in providing concrete evidence of local support for both schemes.

***Local Walking and Cycling Plan
Working Party,
31 August 2025***



¹ The Plan can be downloaded at: <https://visitsteyning.co.uk/wcp/>

Display Materials Used to Explain the Petition

A Local Walking and Cycling Plan
for Steyning, Bramber and Upper Beeding



The Local Walking & Cycling Plan is now out!

The Plan has 27 recommendations on how to make walking & cycling:

- ◆ simpler
- ◆ safer
- ◆ more enjoyable

We are looking for support for the first two of these:

- 1. Making Castle Lane crossing safer**
- 2. Putting bike racks in Steyning High St**

<< Scan this code to find out more



1: CASTLE LANE CROSSING PROPOSAL

Make the crossing over the A283 Bypass much safer by installing a central reservation, or ideally a traffic light crossing.



The current crossing was rated the worst walking & cycling danger spot in the whole area in a recent survey



The Castle Lane crossing is the most direct route from Steyning to Bramber



The warning signs are often completely obscured by foliage



Suggested positions at East end of High St



Suggested position at West end of High St

2. STEYNING HIGH STREET BIKE RACK PROPOSAL:

Convert a single parking space at each end of the High St into a bike rack big enough for 8 bikes

There are currently **200 car parking spaces** in or near the High St. *We are suggesting losing **just 2**.*

Example of planting tubs that could be used to mark the ends of each bike parking area



Copies of the Signed Petition Sheets

SAFER WALKING & CYCLING IN STEYNING**
 PLEASE SIGN THIS PETITION !

Tick which you support

Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
Jill Row	JILL ROW	BN44 3WA	☒	☒
Maria Jones	MARIA JONES	BN44 3PT	☒	☒
Camilla Rutter	CAMILLA RUTTER	BN44 3LN	☒	☒
Ray Powelle	RAY POWELLE	BN44 3SU	☒	☒
Linda Toms	LINDA TOMS	PH20 1LB	☒	☒
GRIV MOORE	GRIV MOORE	BN44 3SU	☒	☒
J. WOODHEAD	J. WOODHEAD	BN44 3SU	☒	☒
Jacquie Baines	JACQUIE BAINES	BN44 3SU	☒	☒
ANNE KETTERMAN	ANNE KETTERMAN	BN44 3YE	☒	☒
MIKE DENWOOD	MIKE DENWOOD	BN44 3QG	☒	☒
JAN DENWOOD	JAN DENWOOD	BN44 3QG	☒	☒

** See the display or speak to the volunteers for full details on the two proposals

SAFER WALKING & CYCLING IN STEYNING**
 PLEASE SIGN THIS PETITION !

Tick which you support

Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
Jane Dye	JANE NYE	BN43 5AT	☒	☒
John Garside	JOHN GARSIDE	BN5 9RE	☒	☒
John Garside	JOHN GARSIDE	BN44 3YE	☒	☒
John Garside	JOHN GARSIDE	BN44 3JP	☒	☒
TIM WATKINS	TIM WATKINS	BN43 5FW	☒	☒
John Garside	JOHN GARSIDE	BN44 3PD	☒	☒
John Garside	JOHN GARSIDE	BN44 3PD	☒	☒
Paul Marshall	PAUL MARSHALL	BN44 3AA	☒	☒
Mark Younger	MARK YOUNGER	BN44 3AA	☒	☒
Mark Younger	MARK YOUNGER	BN44 3ST	☒	☒
Mark Younger	MARK YOUNGER	BN44 3JG	☒	☒

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
Isobel Stouden	ISOBEL STOURDEN	BN44 3TX	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3ET	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒
Gray Stouden	GRAY STOURDEN	BN44 3GL	☒	☒

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Tick which you support

Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
M. WITMER	M. WITMER	BN44 3DZ	☒	☒
R. J. TOWNSEND	R. J. TOWNSEND	BN44 3GL	☒	☒
John Polin	JOHN POLIN	BN44 3HT	☒	☒
Susan GORDON	SUSAN GORDON	BN44 3SH	☒	☒
TAMAR ROSE	TAMAR ROSE	BN44 3SD	☒	☒
Julian Rose	JULIAN ROSE	BN44 3SD	☒	☒
CAROLINE FIFE	CAROLINE FIFE	BN44 3TS	☒	☒
BN44 3TS		BN44 3TS	☒	☒
Eloise Doo	ELOISE DOO	BN44 3HS	☒	☒
Mary Stouden	MARY STOURDEN	BN44 3HS	☒	☒
BN44 3PH		BN44 3PH	☒	☒

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
KARON FIDELL	KARON FIDELL	BN44 3FF	☒	☒
AMY CLARE	AMY CLARE	BN44 3FN	☒	☒
JANE KEANE	JANE KEANE	BN44 3FD	☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒
JOHN KEANE	JOHN KEANE		☒	☒

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	CARIS STEWART	BN44 3AE	✓	✓
<i>[Signature]</i>	DANIEL CUBBY	BN44 3GD	✓	✓
<i>[Signature]</i>	DAVID CUBBY	BN44 3GD	✓	✓
<i>[Signature]</i>	EDIE PATERSON	BN44 3GF	✓	✓
<i>[Signature]</i>	PHIL MASON	BN44 3GG	✓	✓
<i>[Signature]</i>	DANIEL MOUNCE	BN44 3GJ	✓	✓
<i>[Signature]</i>	MARGARET GRANGER	BN44 3FG	✓	✓
<i>[Signature]</i>	JOHN CARRER	BN44 3FG	✓	✓
<i>[Signature]</i>	JO CARRER	BN44 3GL	✓	✓
<i>[Signature]</i>	JO BURKE	BN44 3YF	✓	✓
<i>[Signature]</i>	WISN MANNING	BN44 3GT	✓	✓

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	STACY BARNARD	BN44 3LU	✓	✓
<i>[Signature]</i>	Amelia Deadman	BN44 3RJ	✓	✓
<i>[Signature]</i>	ANGELA BEAMISH	BN44 3LR	✓	✓
<i>[Signature]</i>	Heidi Hayes	BN44 3LL	✓	✓
<i>[Signature]</i>	LUKE SARGES	BN44 3LL	✓	✓
<i>[Signature]</i>	KIMMY MILLARD	BN44 3FE	✓	✓
<i>[Signature]</i>	MITCHELL	BN44 3TR	✓	✓
<i>[Signature]</i>	SUZANNE COLBERT	BN44 3FX	✓	✓
<i>[Signature]</i>	JEAN COLBERT	BN44 3FX	✓	✓
<i>[Signature]</i>	SUEY POWLIN	BN44 4ND	✓	✓
<i>[Signature]</i>	JAN BRID	BN44 3GT	✓	✓

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	Anthony T. Flegg	BN44 3RA	✓	✓
<i>[Signature]</i>	L. CLARE FLEGG	BN44 3RA	✓	✓
<i>[Signature]</i>	A. E. DUNCAN	BN44 3GR	✓	✓
<i>[Signature]</i>	74 CORNFORS	BN44 3YR	✓	✓
<i>[Signature]</i>	JENNIFER LINDLEY	BN44 3AA	✓	✓
<i>[Signature]</i>	ROBERT WALTON	BN44 3PG	✓	✓
<i>[Signature]</i>	RUSA WILLIAMS	BN44 3PJ	✓	✓
<i>[Signature]</i>	LUDY TAYLOR	BN44 3LF	✓	✓
<i>[Signature]</i>	BOB O'NEILL	BN44 3BH	✓	✓
<i>[Signature]</i>	BROOKE WELCH	BN44 3TG	✓	✓
<i>[Signature]</i>	JO LEE	BN44 3JY	✓	✓

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	PILIA ROBINSON	BN44 3UG	✓	✓
<i>[Signature]</i>	RICHARD REIF	BN44 3ES	✓	✓
<i>[Signature]</i>	GEORGE GORDON	BN44 3LR	✓	✓
<i>[Signature]</i>	JO GORDON	BN44 3LR	✓	✓
<i>[Signature]</i>	PAUL H. HARRIS	BN44 3FS	✓	✓
<i>[Signature]</i>	RUTH NORRIS	BN44 3FJ	✓	✓
<i>[Signature]</i>	DIANA CROKER	BN44 3FS	✓	✓
<i>[Signature]</i>	SAUL HILL	BN44 3RZ	✓	✓
<i>[Signature]</i>	J. HUBBEN	BN44 3RL	✓	✓
<i>[Signature]</i>	SARAH HIDE	BN44 3GF	✓	✓
<i>[Signature]</i>	STEVE HAYES	BN44 3GF	✓	✓

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	CHRISTINE AUGREY	BN44 3GG	✓	✓
<i>[Signature]</i>	TOM AUGREY	BN44 3GB	✓	✓
<i>[Signature]</i>	SMAN ZEC	BN44 3LL	✓	✓
<i>[Signature]</i>	MANON WILLIAMS	BN44 3PJ	✓	✓
<i>[Signature]</i>	ELIASSEN VARIANA	BN44 3FE	✓	✓
<i>[Signature]</i>	NEVILLE DUKE	BN44 3FW	✓	✓
<i>[Signature]</i>	BRIAN WILLIAMS	BN44 3PJ	✓	✓
<i>[Signature]</i>	PAULA NEWS	BN44 3JG	✓	✓
<i>[Signature]</i>	SEAN TAYLOR	BN44 3JY	✓	✓
<i>[Signature]</i>	MIKE CROWDER	BN44 3FS	✓	✓

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Signature	Name	Postcode	Making the Castle Lane crossing safer	Installing bike racks in Steyning High St
<i>[Signature]</i>	ADAM GORAT	BN44 3GR	✓	✓
<i>[Signature]</i>	ANDY COLLIER	BN44 3TG	✓	✓
<i>[Signature]</i>	ROBIN JONSON	BN44 3PH	✓	✓
<i>[Signature]</i>	VICKI JONSON	BN44 3PH	✓	✓
<i>[Signature]</i>	PENG SUNDERS	BN44 3JY	✓	✓
<i>[Signature]</i>	MELANIE SANDGIES	BN44 3JR	✓	✓
<i>[Signature]</i>	STEVE WILSON	BN44 3DF	✓	✓
<i>[Signature]</i>	SHANE WILSON	BN44 3DF	✓	✓
<i>[Signature]</i>	SHANE WILSON	BN44 3DF	✓	✓
<i>[Signature]</i>	KATHERINE LEONG	BN44 3JY	✓	✓
<i>[Signature]</i>	KEVIN LEONG	BN44 3JY	✓	✓

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COMMUNITY MATTERS

Briefing Notes

10.1 Training Course for Staff & Future inspection cover for SPC

SPC currently inspects its Play Areas once a fortnight by Caretakers, once a month by a contractor, once a month by HDC trained operative, and once a year by a qualified third party Play Area company who provides a comprehensive report, the findings of which are relayed to Committee, and if issues highlighted, they are dealt with by Staff and Contractors.

HDC, however, are stopping their monthly Play Area inspections imminently.

They have previously suggested to Parishes that they would be willing to put on a *training course for inspectors*, if there was support from them to do so, and the office responded confirming our Clerks approval for the idea. This week we received an email from HDC notifying three provisional dates for said course, and that we can have (suggested two) named individuals who go on the day-long course at no charge. The Clerk responded by suggesting SPC would potentially like three to attend. The Clerk would like approval for the payment of their hours (at standard rate) to cover their attendance please.

10.2 Remove or not the Recycling Bins at Fletchers Croft

As we have recently seen the bins being repeatedly tipped over, the Clerk would like to get a sense from Councillors as to their perspective on the service being maintained in place at Fletchers Croft.

Though they are often overflowing with residents recycling books and clothes (which frequently looks unsightly), they are emptied on a weekly basis (most of the time) and therefore the service is clearly well used.

Is SPC supportive that they remain in place and if so that SPC help to ensure they are no longer tipped over, by constructing a small fence panel / restraint around the back of them. The Clerk needs members' approval to make this happen if so desired please.

10.3 Potentially Twinning Steyning Town with Lassay-les-Chateaux

As per paper 10.3, the Clerk asks members to consider this offer and if willing to pursue it, suggests a small working party be agreed upon, to explore the idea further, so that it may be brought back for further consideration.



Dear Sir/Madame,

We are sending this message to you with the full agreement and understanding of the town council of Lassay-les-Châteaux.

Our hope is that you might consider a twinning agreement between our two towns.

Lassay-les-Châteaux is a small town of approximately 2400-2500 inhabitants; it has a rich and chequered history and is classed as a "Petite Cité de Caractère" (a *small town of much character*) It is in the county of Mayenne, roughly where Brittany, Normandy and Pays de la Loire regions all meet.

In 2023 our small town was this year voted into 3rd place in the annual National competition "*Villages Préférés des Français*" (France's Favourite Villages") presented by the national TV channel France 3. An achievement of which we are very proud!



Lassay-les-Châteaux is also well-loved by many British people who have holiday homes here or even residents, it being very accessible from the port of Portsmouth to the port of Ouistreham /Caen (Thereupon a journey of 1h30 minutes by car)

The name Lassay-**LES**-Châteaux signifies 3 castles.

- we have the fortified castle in the town, which is privately owned but open to the public.
- we have Bois Thibault castle, just outside town, which hosts many events during the year and is owned by the town council and maintained by us, the Cultural Association.
- we have Bois Frou castle, also outside of town, of which little remains save a fine doorway.
- we have a rose garden which traces the history of the rose.
- we have medieval gardens.

The major event at Bois Thibault castle is the annual Treasure Hunt always based on the Arthurian legend, sadly halted recently because of COVID.

St Fraimbault (b. 500 A.D. approx) was an itinerant monk who ended up in Lassay (d. 570 A.D.) and is buried here.

Certain historians believe that the author Chrétien de Troyes created the character of Lancelot of the Lake based on St Fraimbault.

Should you be interested, then on our part, we would envisage:

- Possible biannual exchange visits, particularly at the time of our respective events and celebrations.
- Other cultural exchanges – e.g. gastronomy/gardening/photography/music/art?
- Exchanges for our young people – videoconferencing/penpals/exchange visits?
- Videoconferencing between schools with proposed organised visits

We are happy and prepared to send and/or receive a small delegation to discuss all such possibilities.

More information and pictures can be seen at:

www.lassay-les-chateaux.fr

www.lassay.co.uk

www.assoculturellelassay.fr

Yours Sincerely

Le Maire,

JEAN RAILLARD

Jean Raillard
Mr le Maire
Lassay-les-Châteaux



Paul Climance
Association Culturelle

**Steypning Parish Council invites members of the public to
propose nominations for the**

Chairman's Community Awards

Criteria for Chairman's Community Awards nominations:

The Chairman's Community Awards {Formerly 'Millennium Awards'} are given annually by the Steypning Parish Council to individuals or groups who have made a significant contribution to the town of Steypning. They will be presented at the Chairman's Christmas function on the 12th December 2025.

Nominations will be invited from the people of Steypning for individuals or groups who in their opinion have made a significant contribution to the town of Steypning during the last year.

The individuals or groups nominated will either:

- Live in the town and the surrounding area
- Be an organisation or a member of an organisation that represents the town
- Or work in the town or surrounding parishes.

It is the contribution to the town or Steypning residents that is significant in deciding whether an award will be made.

The Steypning Parish Council will consider the nominations at their Full Council Meeting on the 17th November 2025 under the leadership of the Chairman. Their verdict will be final.

Please contact the Parish Clerk or Deputy if you wish to nominate a member of your community for an award.

The closing date for nominations is Friday 14th November 2025.

We look forward to your helping us celebrate people, who can't help helping others.