



The Steypning Centre, Fletchers Croft, Steypning
West Sussex,
BN44 3XZ
Tel. 01903 812042

www.steyningpc.gov.uk

Published 29th October 2025

TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 4th NOVEMBER 2025 AT 7.30 PM IN THE STEYNING CENTRE**

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

*Please note that the Council is, and members of the public and individual councillors could be, making audio or video recordings of this meeting.
The Council's recordings will be uploaded to a cloud-based website of record and will be available indefinitely to the general public.*

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – disclosure by councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes will be available to allow the public to make representations, (2 minutes per person) ask questions or give evidence, in accordance with Standing Orders. NB. Under Data protection regs we ask members of the public to only state their name if they agree to their name being recorded in the minutes.*
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 2nd September 2025. *(Supporting Papers)*
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/25/07.1 Steypning tennis club court resurfacing works completed, and access to site managed – **Actioned**
 - 5.2** C/25/07.2 Clerk to try and find location for agreed Bee Hive installation – **Actioned / See item 6.9**
 - 5.3** C/25/18.3 Stream management works undertaken at Abbey Road – **Actioned**
 - 5.4** C/25/18.2 Suicide prevention bench installation to be completed on MPF and unveiling promoted – **Actioned**
 - 5.5** C/25/18.5 Additional Autumn Skips supply to Allotments enabled – **Actioned**
 - 5.6** C/25/18.6 Multiple HDC assets for Clerk to *express an interest* in – **Actioned / See item 6.8**
 - 5.7** C/25/18.6 Multiple HDC Assets for Clerk to find out more information about in preparation for further consideration by SPC – **See item 6.8**
 - 5.8** C/25/19.1 Ongoing Community Committee items to be considered at future meetings – **Actioned**
 - 5.9** C/25/20.1 Clerk to take Recycling bin removal consideration to Full Council for a decision – **Actioned**
 - 5.10** C/25/20.1 Clerk to bring back full Abbey Road update item to this committee – **See item 6.1**
- 6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS** *(supporting papers)*
 - 6.1** Abbey Road Conservation Area - Update from the *Lead Volunteer* and Cllr Simon Alexander, and to agree any actions.
 - 6.2** Report concerning the recent SPC Tree Condition Report and the remedial works being undertaken or soon to be scheduled for completion, and to agree any other actions.
 - 6.3** Report from the Clerk, updating on *Grass* and *Street Cleaning* contracts.



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

Email: clerk@steyningpc.gov.uk
Email: leanne.poole@steyningpc.gov.uk

- 6.4 To discuss and agree a further requested memorial bench installation on the MPF
- 6.5 To discuss and agree the first two planter installations for the memorial field entrance *{Action Plan project}*, and to further consider future MPF entrance enhancement.
- 6.6 To consider two new potential TRO requests, and agree any actions.
- 6.7 Update from the Clerk concerning ongoing Chandlers Way Pocket Park development *{Action Plan project}*
- 6.8 Update from the Clerk concerning Community Committee related potential transference of HDC Assets following the discussion and agreements from the last meeting
- 6.9 Update from the Clerk concerning Beekeeping installation at the Canada Gardens Allotments.
- 6.10 Update from the Clerk concerning Interpretation board installations *{Planning Application progress}*
- 6.11 To discuss this seasons project priorities and consider any future project aspirations for this Committee to include what to do next to further facilitate and enhance car park and visitor facility signage
- 6.12 To consider further the Armistice Day service planning arrangements, agree running order and any other actions if required

- 7.0 **FINANCE AND GOVERNANCE** *(supporting papers)*
- 7.1 To agree the Community Committee Income & Expenditure reports for August & September 2025
- 7.2 To consider the Community Budget for the next financial year 2026/27 *{To be agreed finally at Dec. 25 meeting}*

- 8.0 **ONGOING ITEMS** – Any actions or ongoing items from the June and September meetings not completed within this agenda will be taken forward to the next Community Meeting.

- 9.0 **INFORMATION / CORRESPONDENCE ITEMS**
- 9.1 None at time of printing

- 10.0 **DATE OF NEXT MEETING – 2nd December 2025 at 7.30 pm**

John Fullbrook,
Clerk to the Council