



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

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

**YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 3rd FEBRUARY 2026 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 December 2025. *(Supporting Papers)*
- 5.0 MATTERS ARISING AND ACTIONS** – These items to be taken as read
 - 5.1** C/24/27.6 Clerk's office to take non-paying vendor to small claims court – **Actioned**
 - 5.2** C/24/81.1 Clerk to begin community engagement with 10 properties adjacent the Abbey Road stream - **Actioned**
 - 5.3** C/24/81.7 Plaque to be ordered for new High St bench – **Actioned**
 - 5.4** C/25/25.5 Planters purchased for MPF Car Park / Access improvements – **Actioned**
 - 5.5** C/25/37.2 Clerks office to pay three Tree works invoices – **Actioned**
 - 5.6** C/25/37.2 Clerk to take potential change of procedure concerning Tree Surgery works to F&GP – **Actioned**
 - 5.7** C/25/37.3 Chandlers Way 'Planting day' to take place on the 4th December – **Actioned**
 - 5.8** C/25/37.3 Clerk to relay to residents positive initial response concerning Coxham Lane TRO application – **Actioned**
 - 5.9** C/25/37.5 Clerk's office to process Interpretation board installation payment following F&GP agreement – **Actioned**
 - 5.10** C/25/38.2 Community budget recommendation taken to F&GP Committee – **Actioned**
- 6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS** *(supporting papers)*
 - 6.1** Report on recent Abbey Road Conservation Area volunteer works
 - 6.2** To discuss and agree installation of a Bollard, Paving and to renew a Dog Bin as part of the MPF 'Access Improvements'.
 - 6.3** Update from the Clerk concerning ongoing Chandlers Way Pocket Park development *{Action Plan project}*
 - 6.4** Update from the Clerk, concerning SPC Play Area and Gym Area inspections and renewal works
 - 6.5** To discuss and agree to the replacement of the High Street Clock 'Bell hammer'
 - 6.6** To discuss this seasons project priorities and consider any future project aspirations for this Committee



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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7.0 FINANCE AND GOVERNANCE *(supporting papers)*

- 7.1** To agree the Community Committee Income & Expenditure reports for November and December 2025
- 7.2** To consider that the Allotment rent increases this year, and to bring back options for the next meeting.
- 7.3** Notification of a donation from an SPC resident

8.0 HIGHWAYS AND PARKING MATTERS

- 8.1** DMMO 'Hearing' preparation update, and to agree any actions
- 8.2** To consider plans to potentially make some HDC Car Parking spaces designated as 'Free Parking', should their ownership be transferred to SPC.
- 8.3** To consider a potential Operation Watershed project development to mitigate against some of the flooding issues at Mouse Lane, and to agree any actions.
- 8.4** Members to consider another TRO application to alleviate parking issues on Charlton Street

9.0 ONGOING ITEMS – These items will be taken forward to the next Community Meeting.

- 9.1** C/24/68.2 DIY Dog washing machine to be brought back to future agenda
- 9.2** C/24/49.2 Log seating, lockable gate, trees, hedge and trellis installed at Chandlers Way
- 9.3** C/24/81.1 River bank management needs to be added to the Abbey Road Management Plan
- 9.4** C/24/81.1 Abbey Road volunteers to discuss stream location of willow bundles, potential stream side planting and additional 'scrapes'
- 9.5** C/24/81.1 SPC to discuss the need for a Parish Council Flood Plan
- 9.6** C/25/18.4 SPC to discuss potential its future management of Twittens with WSCC at appropriate time
- 9.7** C/25/27.6 Tanyard TRO project taken forward to next year's Action Plan
- 9.8** C/25/37.4 Coxham Lane TRO project taken forward to next year's Action Plan
- 9.9** C/25/27.5 Clerk to obtain pledged donations following completed MPF Planter installations.
- 9.10** C/25/37.3 Clerk's office to commence purchasing plants for Chandlers Way, against agreement which is part of the successful HDC Wilder Horsham £5,000 grant application.
- 9.11** C/25/40.1 Goring Rd / Clays Hill junction TRO project taken forward to next Years Action Plan

10.0 INFORMATION / CORRESPONDENCE ITEMS

- 10.1** Steyning Community Orchard Wassail. Sat 17th Jan – now a regular and very successful event.

11.0 DATE OF NEXT MEETING – 3rd March 2026 at 7.30 pm

John Fullbrook,
Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Leanne Poole

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