

Published 4th March 2026

TO ALL MEMBERS OF THE FINANCE AND GENERAL PURPOSES COMMITTEE

Cllrs Sharp (Chair), S Alexander, Norcross, Trundle, Ballance, Foxwell, Johnson, I. Alexander and Bell.

YOU ARE HEREBY SUMMONED TO A MEETING OF THIS COMMITTEE

TO BE HELD ON TUESDAY 10th MARCH 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 thereafter to the general public.

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence.
- 2.0 DECLARATIONS OF INTEREST** – disclosure by Councillors of personal interests regarding matters on the agenda, and whether the councillor believes their interest is prejudicial under the terms of the SPC Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - *Up to 15 minutes (2 minutes per person) will be available for the public to make representations or ask questions or (preferably) to answer questions which have been submitted in writing to the Clerk by noon on Monday 9th March 2026.*
- 4.0 MINUTES OF PREVIOUS MEETING.** To agree the Draft Minutes for the meeting held on the 13th January 2026 as a true and fair record.
- 5.0 MATTERS ARISING AND ACTIONS** - These items to be taken as read
 - 5.1** F&GP/25/44.3 Clerk to take Precept recommendations to Full Council – **Actioned**
 - 5.2** F&GP/25/44.3 Office to adapt reasons for Precept rise bullet points to go onto Social media platforms – **Actioned**
 - 5.3** F&GP/25/44.3 Clerks office to formulate new responses to Precept questions raised and respond – **Actioned**
 - 5.4** F&GP/25/44.4 Action Plan to be updated and reported at next meeting – **Actioned/ See item 6.4**
 - 5.5** F&GP/25/44.5 Office to place amended and approved Asset Register onto the SPC Website – **Actioned**
 - 5.6** F&GP/25/44.6 Regards High St Railing project, - Clerk to pursue the matter with HDC Cons. Officer & WSCC Cllr – **Actioned**
 - 5.7** F&GP/25/44.6 Office to post details on socials more accurately informing that Railings are WSCC responsibility – **Actioned**
 - 5.8** F&GP/25/44.7 Office to process successful grant application for the Ukrainian Refuge – **Actioned**
 - 5.9** F&GP/25/44.8 Office to process successful grant application for the Horsham District Older Peoples Forum – **Actioned**
 - 5.10** F&GP/25/45.2 Clerk and Cllrs to meet the Steyning Cricket Club to further negotiations regards the new lease – **Item 7.2**
 - 5.11** F&GP/25/45.3 Clerk to convene Working Practices Group to compile new IT Policy & Accessibility statement – **Actioned**
 - 5.12** F&GP/25/45.4 Clerk's office to publish agreed text and compile further information for CCTV consultation – **Actioned**
 - 5.13** F&GP/25/45.5 Compliance with agreed increased Street Cleaning contract annual expenditure – **Actioned**
 - 5.14** F&GP/25/45.6 Clerk to arrange a further meeting with the school concerning Community Use Agreement – **Actioned**
- 6.0 FINANCIAL MATTERS – (Supporting papers)**
 - 6.1** To approve the lists of SPC payments for January and February 2026.
 - 6.2** To agree F&GP Income & Expenditure reports for January and February 2026.
 - 6.3** To consider and agree to pay remaining Steyning Cil Funding for *Interpretation* project
 - 6.4** To receive an update on progress from the Clerk & discuss the 2025/26 SPC Action Plan and agree any actions.

- 6.5 To consider and potentially agree to a grant application from the Steyning and District Partnership
- 6.6 To consider and potentially agree to a grant application from the Steyning Patient Participation Group
- 6.7 To consider and potentially agree to a grant application from the 4 Sight Vision Support Group
- 6.8 To consider and potentially agree to a grant application from the Steyning & District Good Neighbours Association
- 6.9 To consider and potentially agree to a grant application from the Worthing Table Tennis Club
- 6.10 To consider and potentially agree to a grant application from the Steyning Community Orchard

7.0 GOVERNANCE AND COMMUNITY MATTERS – (*Supporting papers*)

- 7.1 Clerk to notify regarding recent FOI requests
- 7.2 Chair to update concerning Cricket Club working party and progress of this project and agree any actions
- 7.3 Clerk to inform re a recent data breach incident and to review the situation and agree any actions
- 7.4 To discuss the Community Governance Review and agree any actions
- 7.5 Update concerning *Devolution* planning for SPC, and agree any actions
- 7.6 Notification re date for next in house finance audit review
- 7.7 Update regarding the Joint Parishes Youth Service

8.0 ONGOING ITEMS

To receive the following ongoing items and to understand they will be taken to the next F&GP meetings

- 8.1 F&GP/23/67.5 The need for an out of hours security call out service for the Steyning Centre to be discussed
- 8.2 F&GP/24/08.2 CCTV project to be further discussed with contractors on site
- 8.3 F&GP/24/53.4 Spotlights onto the Clock Tower as a proposed project to be brought back
- 8.4 F&GP/24/53.7 Clerk to contact WSCC to obtain advice in consideration of WSCC property disposals policy
- 8.5 F&GP/24/53.7 Clerk to contact NALC to obtain legal advice behind note LTN 56
- 8.6 F&GP/24/53.10 Clerk to install double socket in Clock Tower for future camera installation
- 8.7 F&GP/24/53.10 SPC to publish strategy for the future of clock tower clock-face future renewal
- 8.8 F&GP/24/54.1 A3 *conservation* signs to be purchased for Abbey Road
- 8.9 F&GP/25/25.12 SPC finance signatory amendments to take place in March 2026
- 8.10 F&GP/25/44.3 Com. Engagement Group to discuss online Q & A and any staffing/financial consequences

9.0 INFORMATION/CORRESPONDENCE ITEMS

- 9.1 None at time of printing

10.0 DATE OF NEXT MEETING – 14th April 2026

John Fullbrook,
Clerk to the Parish Council