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MEETING OF FULL PARISH COUNCIL

HELD ON MONDAY 20th JULY 2026 AT 7.30PM

Councillors Present : Cllrs Norcross {Chairman}, Hanson, Sharp, Foxwell, M Alexander, S Alexander, Bell, Linfield, Campbell, Lloyd and I Alexander.
Clerks in attendance : John Fullbrook.
Members of the Public : **38 {inc. District & County Cllr Victoria Finnegan, Wardens and Lead Youth Worker}**
Meeting commenced : 7.36 pm {Delayed due to having to rearrange seating because of large resident attendance}

MINUTES

ACTION

FULL/26/33 APOLOGIES FOR ABSENCE

33.1 Apologies were received from Cllrs Trundle, Ballance and Young.

FULL/26/34 DECLARATIONS OF INTEREST

34.1 Cllrs Sharp and I Alexander declared an interest in agenda item 10.6, as they were committee members within the Steyning & District Partnership, which had submitted a grant application. Cllr Campbell declared an interest in agenda items 10.2 & 10.3. – Councillor Accountability.

FULL/26/35 QUESTIONS FROM THE FLOOR {in summary}

35.1.1 ***Q –*** *Rodney Goldsmith- there were two questions raised.*
1/ At the Full council meeting on the 14th April 2025, under the heading of progress report, it was stated - *Chair and clerk to speak with representatives to discuss parish wide disability awareness & bring back to Full council - Ongoing. It's stated as ongoing at every month since and there is the project of "Making Steyning a dementia Friendly Town" which commenced in 2024. In the past 15 months there have been numerous matters involving disability issues which have not been dealt with, and it gives the impression that STC are not at all interested in residents who come under the "banner" of disability or dementia. If the Chair and Clerk are interested in these things what representatives and institutions have they met and when is the report going to be made.*

35.1.2 ***Response – Cllr S Alexander stated that members had made great efforts to influence the Glebe Fields developers so that they should consider dementia friendly design features and concepts during the planning of their new estate – and this had led to changes in their plans to benefit those with dementia. The Chair admitted that she had not had opportunity to do more, so far, in this endeavour.***

35.2.1 ***Q – 2/*** *Rodney stated the next question would be for the Wardens.*

35.2.2 ***R – The Chair suggested Rodney ask his question during the Wardens agenda item 7 (and he agreed)***

35.3.1 ***The Chair then suggested to the several members that had stated that they would want to speak either for or against a DMMO path modification diversion proposal at Maudlin Lane, that she would bring that agenda item forward and that they could be part of the discussion more appropriately during the item itself, and the residents generally agreed to this suggestion.***

FULL/26/36 MINUTES OF PREVIOUS MEETING

36.1 Cllr Norcross **proposed, seconded** by Cllr S Alexander that the minutes for the meeting dated the 15th June 2026 be accepted as a true and fair record. **Agreed. 9 For, 1 Against, 1 Abstained.**

FULL/26/37 MATTERS ARISING – These items were taken as read

37.1 Clerk to explain details of 'Questions from the floor' response to resident via email – **Actioned**
37.2 Cllr Finnegan to oversee Charlton St. substandard road repairs reappraisal and new repairs – **Actioned**
37.3 Cllr Finnegan to further investigate 'Pothole Posse' idea **– See item 41.1**
37.4 STC's External Audit response agreements & Full C. minutes taken back to External Auditors – **Actioned**
37.5 Newly agreed STC Finance Regulations published – **Actioned**
37.6 Clerk to continue to bring back question for Cllr concerning his behaviour **– Actioned/See item 42.3**
37.7 Clerk to respond to Local Governance Review consultation as per main agreements – **Actioned**
37.8 Clerk to inform Bramber PC and HDC regards STC Boundary change suggestion **– Actioned**
37.9 Clerk to convey STC's support for Bramber Brooks Parish Boundary change **– Actioned**
37.10 Cllrs to continue to consider a *last year legacy* for this Council **– See item 42.7**
37.11 Cllrs to consider Climate Action Group request for Room Hire discount at P&P Committee – **Actioned**
37.12 Next JPYC meeting date to be finalised and committee convened **– Actioned/ See item 43.3**
37.13 Asset Register & Land Register updating and Insurance cover amendments taken to F&GP – **Actioned**
37.14 STC to complete a Data Audit during the 2026/27 year – **See item 42.6**
37.15 STC Website accessibility Statement to be upgraded to WCAG 2.2 AA. **– See item 42.6**
37.16 Naming of Glebe Fields Estate roads matter taken to P&P Committee for resolution **– Actioned**
37.17 Youth service team to make future presentation to SPC Full Council – **Actioned / See item 38.1**

FULL/26/38 YOUTH SERVICE PRESENTATION

38.1 The Joint Parishes Youth Service Lead Worker, Vicky Heales, had been sent a PowerPoint presentation from two of the youth club members. Not because they had to, but because they wanted to. It was completely without prompting and showed pictures and commentary on some of the most recent sessions that the girls had really enjoyed. Subsequently Vicky thought with the girls permission she could present it to Full Council as there was no better way of showing how well the service was going. The girls were on hand to add their narrative, with assistance from Vicky.

38.2 The presentation was received very well by both the members and the large audience, and members suggested the presentation could be placed on the STC Website by way of a promotion. Members also received with gratitude the latest Youth Service monthly and quarterly reports, as well as the minutes from most recent JPYC meeting. **D. CLERK**

FULL/26/39 NEIGHBOURHOOD WARDENS REPORT

39.1.1 Members received the Wardens reports for June 2026. Ali and John were present and summarised some aspects of their work over the previous weeks, and to expand upon their report. Notably there had been great collaborative work with residents on Charlton street to avert an ongoing antisocial behaviour issue involving noise, and foul language, damage to cars and front doors as well. Doorbell camera footage had been shared and individuals identified with assistance from both Primary and Grammar school. Working with the PCSO there had been visits to students homes and the ASB had subsequently ceased.

39.1.2 Cllr Foxwell spoke about a concerning issue on the High Street with some traders being pressurised and threatened by individuals to sell up their Properties or Leases to enable a group to establish a *Vape* shop and potential illicit trading hub. The Wardens confirmed they were working with PCSO's and maintaining communications with existing traders to ensure they felt supported and that every effort would be made to identify these individuals.

39.1.3 ***Q -*** Rodney asked :- 'when you patrol the streets do you still issue a warning ticket/leaflet to vehicles that are causing an obstruction which includes the parking on the pavements and parking across dropped kerbs etc because this ASB causes, in some cases, dangerous incidents for pedestrians especially those using wheelchairs, mobility scooters, prams and buggies etc'.

A – Warden John said that they continued to do so, and as if to prove the point, produced some of these 'warning tickets' from his trouser pocket.

39.1.4 The Wardens were thanked for their report and excellent work in support of the community by the Mayor.

FULL/26/40 GOVERNANCE AND FINANCE MATTERS

Agenda Item 10.1 was brought forward

40.1 To receive an update concerning matters following the DMMO decision regarding the Maudlin Lane PROW 3802, and for members to consider agreeing or otherwise their continued support for the Bramber PC position.

40.1.2 There were statements and representations made from a number of residents objecting to a public path diversion pre-application consultation document. The author of the document spoke in support of it, and a discussion concerning the merits for, and the objections against, was strongly debated.

40.1.3 Those against the diversion application were in favour of a strict adherence to the DMMO decision from September 2024, which was to reinstate the footpath, as was, and to ensure it is a usable public right of way. The owner of the property was attempting to deal with a situation which for the most part occurred historically, when under previous ownership the garden and fence line had encroached upon the pathway. He was prepared to make concessions towards re-establishing the path to avoid an issue with the line of site and widening the route, by losing 8 square meters of his property and cutting back hedging plants and trees. One of the residents asked that supporting papers which detailed the arguments from both parties, be appended to the minutes to help clarify the situation and the Chair agreed this could be done. **CLERK**

40.1.4 Cllr Mike Croker who is a District Councillor and also a Bramber Parish Councillor, was asked to explain the Bramber Council's decision concerning the matter, and he kindly did so.

40.1.5 Steyning Town Council members appreciated that some movement had been made by the owner of the property in question, but were more concerned that the pathway should be of a width and orientation which would not preclude less able bodied users nor jeopardise safety.

40.1.6 Previously, Bramber PC had supported the pre-application for the diversion of PROW 3802 as proposed by the Ramblers Association, and this had been agreed unanimously by them.

40.1.7 However, Cllr Sharp **proposed, seconded** by Cllr I Alexander that {Based upon all the information from supporting papers, statements and representations made during this item} Steyning Town Council members will not be supporting the Bramber PC position on this matter. **Agreed 10 For, 1 Against**

FULL/26/41 REPORT FROM COUNTY & DISTRICT COUNCILLOR *(In Summary)*

Cllr Victoria Finnegan – update

41.1 **1. Local Governance Review** - The first consultation has closed and will be considered by Horsham District Council's Governance Committee. The draft proposals include transferring the Bramber Brooks Nature Reserve wholly into Bramber Parish, a change supported by Steyning Town Council. A second consultation will take place to confirm that responses have been correctly captured.

41.2 **2. Horsham Local Plan** - A new Planning Inspector has been appointed to oversee the examination. A consultation is underway on the main modifications to the Horsham Local Plan (2023-2040), including additional housing sites.
An early consultation has also commenced on the new Horsham District 2045 Local Plan.

41.3 **3. Local Government Reorganisation** - The Government has delayed its decision on proposals for West Sussex unitary authorities until no later than October 2026. Existing councils will continue operating until any future reorganisation, with current timescales still indicating new authorities taking effect in April 2028.

41.4 **4. CIL Grants** - Horsham District Council has allocated £7.2 million towards infrastructure projects, with £2.75 million remaining. **CLERK**

41.5 **5. West Sussex County Council -** New progressive alliance formed and working well.
A motion calling for fairer school funding for West Sussex was passed unanimously.

A separate motion to restrict council business to matters solely within the council's remit was not approved.

41.6 **6. Glebe Farm -** Monthly liaison meetings have been agreed. Ongoing discussions continue regarding construction impacts, planning amendments and resident concerns. **CLERK & Cllr Finnegan**

41.7 **7. Charlton Street/Sir George's Place/Mill Road -** Highways issues relating to road markings and drainage continue to be pursued.

41.8 **8. Newman Gardens Car Park -** Refurbishment works are expected to begin at the end of August. But bike racks installation had only minor support, due to cost of maintenance.

41.9 **9. Church Street Crossing -** Victoria has given her support for the proposed pedestrian crossing scheme.

41.10 **10. Wi-Fi -** Progress continues, including permit arrangements and discussions with Openreach regarding existing equipment. Cllr Finnegan and Clerk working closely with installers and contractors. **CLERK & Cllr Finnegan**

41.11 **Cllr Nicholas Marks –** Nick was not in attendance for this meeting.

FULL/26/42 **GOVERNANCE AND FINANCE MATTERS**

42.1 **In consideration of the recommendations from F&GP, Council to ask Cllr Campbell to be accountable for his most recent behaviour**

F&GP Committee had compiled 7 questions and asked that Cllr Campbell respond in writing before this meeting. He had not done so; therefore the matter was deferred until the next Full Council meeting **Cllr Campbell**

42.2 **Subsequent to a Councillors unsuccessful challenge to the HDC Sanctions procedure against him, will the Councillor now apologise to the Council and the Clerk for his behaviour.** **Cllr Campbell**

This matter was also deferred to the next meeting.

42.3 **To agree support for F&GP recommendations concerning the first installation phase of Steyning CCTV coverage**

42.3.1 After an exhaustive process of discussions on and off site with a number of contractors and service providers, the CCTV working party took preferred options noted within supporting papers to F&GP which then decided to recommend to Full Council Option 1 :**The 5-year Licence option**, but that the installation is completed within 3 phases, potentially over a three-year period. It was confirmed that the process involved agreeing to a preferred provider after seeing like for like quotes, but that subsequently the scope of works had progressed in line with technological advances, updated equipment and the Council's needs.

42.3.2 The first phase as per agreement at F&GP would include two permanent cameras fixed on the High Street {one fixed bullet and one dome} plus two roving cameras which would give initial flexibility in terms of installation locations.

42.3.3 Cllr S Alexander **proposed, seconded** by Cllr I Alexander that STC accepts the recommendation from F&GP, that this Council spends up to £20K (this is budgeted for) for the first phase of works, as well as the 5-year Licence option. **Agreed 8 For, 1 Against, 2 Abstained.** **CLERK**

42.4 **Update concerning the latest timeline for school site developments**

42.4.1 In discussions with the Grammar School Headteacher last week it was confirmed that there was no planned start date as yet for the school developments, as the planning permissions have as yet not been signed off by Horsham. There will however be some pre-enabling works taking place to begin before the end of July – and this will involve the erection of hoarding and meshed fencing panels. Then there will commence a programme of archeological digs over the summer period.

42.4.2 There is a planning meeting on the 4th August at HDC which may well determine if the redevelopment works are to go ahead or not, and a timeframe for said works.

The Clerk is still hoping to talk about the *Community Use Agreement* details with the school and HDC in due course. **CLERK**

42.4.3 In terms of the site being developed next to the Steyning Centre and involving Brotherhood Hall, there is another meeting now planned for the 29th July, @ 1pm in the Steyning Centre. **All Members**

42.4.4 All members are invited. This is a follow-up meeting to the site visit two months ago and will involve at least 4 members of the developer's design team, plus they are inviting along some residents who live close by. They intend to hold wider community events in due course**.**

42.5 **To consider a grant application and recommendation from the F&GP Committee** **CLERK**
The F&GP Committee received a late grant submission which was therefore considered under correspondence items and recommended for agreement to this Full Council.
Cllr S Alexander **proposed, seconded** by Cllr M Alexander that STC agree to the request from the Steyning & District Partnership to support the Food and Drink Festival 2026 event with a £500 grant. **Agreed 9 For, 2 Abstained.**

42.6 **Members to consider agreement for a company to provide web site accessibility advice, to achieve future statutory targets**
The internal auditor advised that following a change in regulations, STC needs to modify and update its website and potentially further amend some of its associated policies. These changes need to be made by the end of March 2027. The STC office has been going through its archives to dispose of unnecessary information in advance of a data audit which it hopes to carry out over the Summer recess, and following a recent WSALC teams meeting, the Clerk believes it is necessary to see if STC could appoint a consultant to help it achieve its aim of completing full accessibility compliance by the 2027 deadline.
The Clerk presented a confidential quote - supporting paper 10.7, showing members what services were available from consultants.
Cllr Sharp **proposed, seconded** by Cllr S Alexander that STC delegates responsibility to the Clerk to obtain further quotes from other companies (in regard to web site accessibility consultants). **Agreed** **CLERK**

42.7 **To consider the aspirations of this council and its members as it moves into the final year of this term**. There was little time left to discuss this matter, so it is deferred to the next meeting **CLERK**

FULL/26/43 **REPORTS FROM OUTSIDE BODIES**

43.1 **Cllrs Hanson & Young – Isolation and Loneliness/ PPG** – Nothing of note to report.

43.2 **Cllrs Johnson & Cllr S Alexander – Climate Action Group**. – Cllr S Alexander briefly summarised the contents of the recent meeting and made a number of proposals as per that committee's recommendations: **CLERK**

43.2.1 Cllr S Alexander **proposed, seconded** by Cllr Bell that STC continues its support of the widening of the Horsham Road footpath as part of the school development, and that the Clerk writes to the school to reaffirm its position in support of this fact. **Agreed**

43.2.2 Cllr S Alexander **proposed, seconded** by Cllr M Alexander that STC supports the amended High Street bike rack highways scheme and delegates its submission to WSCC, to the Clerk. **Agreed, 10 For, 1 Against**

43.2.3 Cllr S Alexander **proposed, seconded** by Cllr I Alexander that the Clerk be delegated to show STC's support for the local residents highways scheme submission to install a pedestrian crossing at the Church Lane junction (adjacent the Church entrance). **Agreed 9 For, 1 Against, 1 Abstained**

43.3 **Cllrs S Alexander, Sharp & Linfield – Joint Parishes Youth Committee –** No questions, as these matters discussed under item 38, above.

43.4 **Cllrs Young, I Alexander & Linfield – Joint Parishes Cemetery Committee** – Cllr I Alexander reported there had been a meeting, with minutes yet to be distributed, and also notably pointed out that the JPCC bank balance was now appreciably better than thought last year, as bank interest had not been accounted for, for some time. More details to follow.

FULL/26/44 **NOTIFICATION OF ONGOING ITEMS - To receive 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 Full Council
44.2 Clerk to organise meetings with school to discuss Community Use Agreement
44.3 STC to convene the Emergency Planning working party
44.4 NPPF updated Docs to be discussed by N. Plan Steering Committee
44.5 Data protection training to be arranged for Cllrs and Staff
44.6 Asset Transference negotiations to continue and to be overseen by the F&GP Committee

FULL/26/45 **CORRESPONDENCE AND INFORMATION ITEMS**

45.1 The Clerk reported that the Cricket Club planning application had been posted and will be considered by members at the Planning and Premises meeting on the 27th July (Next Week)

FULL/26/46 **DATE OF THE NEXT FULL COUNCIL MEETING: 14th SEPTEMBER 2026 at 7.30pm**

Meeting closed at 10.10pm ***(As there had been a short intermission after item 40)***

Signed by the Chairman …… Date 14th September 2026

A recording of this meeting (split into two parts due to short intermission) is available at the following links, but unfortunately there is currently no audio feed:-

Part 1 - ***https://youtu.be/U4FB1o_YXpY***

&

Part 2 - ***https://youtu.be/ZATjSHKUfIM***