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TO ALL MEMBERS OF THE COMMUNITY COMMITTEE :-

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

YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 3rd NOVEMBER 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 1st Sept. 2026. ***(Supporting Papers)***

5.0 MATTTERS ARISING AND ACTIONS – These items to be taken as read

5.1 C/26/18.2 Complete Interpretation board installation – to include Japonicas planting - **Actioned**
5.2 C/26/18.3 Third Planter installation and planting to be completed **– Actioned**
5.3 C/26/18.4 Bulb planting programme update **– Actioned / See item 6.2**
5.4 C/26/18.5 Cllr S Alexander to provide updated draft Community Engagement promo for play redevel. **– See item 6.4**
5.5 C/26/18.6 Community Com. Cllrs to options for South Ash Play Park improvement in between meetings **– Item 6.4**
5.6 C/26/18.6 Clerk to bring back Memorial Oak tree installation proposal to next meeting **– Actioned / See item 6.3**
5.7 C/26/18.6 Abbey Road hedgerow to be cut back and Clerk to now put this hedge on annual maint. list**– Actioned**
5.8 C/25/18.7 Clerk's office to purchase 2 x Play Area gates and book contractor to replace where needed **– Actioned**
5.9 C/25/18.8 Proposed HDC Cleansing grant amount to be challenged and submission for it completed **– Actioned**
5.10 C/25/18.9 Bridleway STE 3428 upgrading of surface to be pursued by Clerk's office **– Actioned / See item 8.1**
5.11 C/26/18.10 Clerk's office and Cllrs to complete tasks associated with Armistice Day event – **See item 6.8**
5.12 C/26/18.11 Clerk's office to organise autumn skip hire service for STC allotment holders **– Actioned**
5.13 C/26/18.12 Clerk to write strongly worded letter to Steyning FC concerning MPF pitch positioning – **Actioned/Item 6.10**
5.14 C/26/18.12 4 out of 5 proposed pitches to be used by Steyning FC **– Actioned**
5.15 C/26/18.12 Clerk to advise Cricket Club that a separate MPF fixtures committee is not necessary **– Actioned**
5.16 C/26/18.13 Clerk to inform Rugby Club that training on MPF using top field has been sanctioned **– Actioned**
5.17 C/26/18.14 Clerk to inform Laines Road resident that they pursue WSCC about any traffic calming measures**–Actioned**
5.18 C/26/18.15 Committee to consider additional notice board installations for next year's action plan **– See item 6.5**

5.19 C/26/20.1 Clerk to respond to residents who are concerned about Canons way entrance issues **– Actioned**
5.20 C/26/20.2 Clerk to respond to concerns over Ebike usage on the MPF **– Actioned**
5.21 C/26/20.3 Clerk to continue to monitor recently painted play park equipment for flaking issues **– Actioned**
5.22 C/26/20.4 Emergency tree works to be completed at Steyning Centre **– Actioned**
5.23 C/26/20.5 Clerk to bring back concerns about proliferation of laminated posters on trees/posts **– See item 6.9**

6.0 COMMUNITY MATTERS AND OPEN SPACE PROJECTS ***(supporting papers)***
6.1 Report from the Abbey Road Volunteers, following recent developments / work days, and agree any actions.
6.2 Update from Clerk concerning postponed Bulb planting project with the primary school
6.3 To receive an update in consideration of a number of current memorial tribute requests to STC and potentially agree upon a solution for tree and bench combination installation.
6.4 To discuss and agree a way forward for South Ash Play Park community engagement and equipment renewal
6.5 To consider including noticeboard installations around Steyning as a Community project for next year
6.6 To consider pest control issues adjacent the MPF and agree any actions necessary
6.7 Update concerning Steyning in Bloom grant arrangements and to agree any actions
6.8 To discuss and agree final Armistice Day arrangements and any planned actions
6.9 To discuss and agree any solutions to proliferation of *'fly posting'* within Steyning Parish
6.10 To consider the response from Steyning FC re positioning of pitch markings at the MPF, plus other issues raised and to agree any subsequent actions
6.11 To consider requests from the Steyning Rugby Football Club for equipment storage arrangements, and further Tea/Coffee service at the MPF, and to agree any actions
6.12 To discuss this seasons project priorities and consider any future project aspirations for this Committee

7.0 FINANCE AND GOVERNANCE ***(supporting papers)***
7.1 To agree the Community Committee Income & Expenditure reports for August and September 2026.
7.2 Members to consider the first draft of the 2027/28 Community Committee Budget

8.0 HIGHWAYS & LIGHTING PROJECTS ***(supporting papers)***
8.1 To discuss and agree request for path/ roadway surface improvement between Chalcraft/Chequers *'Bridleway / Walkthrough'*
8.2 To consider the list of potential Traffic Regulation Orders for this year and agree a plan of action
8.3 High Street Christmas decorations installation update from the Clerk
8.4 To understand proposed street lighting improvements on A283 junction, and to agree any actions

9.0 ONGOING ITEMS – These items will be taken forward to the next Community Meeting.
9.1 C/24/81.1 River bank management needs to be added to the Abbey Road Management Plan
9.2 C/24/81.1 STC to discuss the need for a Parish Council Flood Plan
9.3 C/25/18.4 STC to discuss potential its future management of Twittens with WSCC at appropriate time
9.4 C/25/27.5 Clerk to obtain pledged donations following completed MPF Planter installations.
9.5 C/25/47.6 Clerk to create a counterargument to attempt to get new waste bins installed after request rebuffed by HDC
9.6 C/25/48.3 Clerk to take latest Operation Watershed project idea forward to WSCC engineers and working party
9.7 C/25/60.2 Clerk to seek approval for criteria which will balance the accounts in consideration of the business plan associated with Asset Transfers from HDC
9.8 C/26/07.1 Clerk & District Councillor to meet with HDC Car Park Manager to discuss possible Asset Transference
9.9 C/26/18.1 Complete receipt of pledged funds for Canada Gardens Access road scheme
9.10 C/26/18.4 Cllr Hanson to provide bulbs for various planting projects
9.11 C/26/18.6 Eucalyptus tree canopy to be reduced via Tree Surgeon non-emergency works

10.0 INFORMATION / CORRESPONDENCE ITEMS
10.1 To receive notice of the retirement of long serving Allotment Association Secretary
10.2 Email correspondence concerning a car being parked on the MPF

11.0 DATE OF NEXT MEETING – 1st December 2026 at 7.30 pm

John Fullbrook,
Clerk to the Council

LOCAL COUNCIL AWARD SCHEME FOUNDATION

Town Council Chief Exec.: John Fullbrook Email: *clerk@steyningpc.gov.uk*
Deputy Clerk: Leanne Poole Email: *leanne.poole@steyningpc.gov.uk*