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COMMUNITY COMMITTEE MEETING HELD ON TUESDAY 2nd JUNE 2026 AT 7.30 PM AT THE STEYNING CENTRE

Present: Cllrs I Alexander (Chair), Norcross, Hanson, S Alexander and Linfield.
Clerk: John Fullbrook
Members of the public: 1
Meeting Commenced : 7.32 pm

MINUTES

C/26/01 APOLOGIES FOR ABSENCE **ACTIONS**

01.1 Apologies received from Cllrs Young, Johnson and Sharp. Cllr Lloyd absent.

C/26/02 DECLARATIONS OF INTEREST AND DISPENSATIONS

02.1 None

C/26/03 ELECTION OF VICE-CHAIRMAN – To elect a Community Committee Vice-Chairman for this municipal year.

03.1 Cllr Norcross **nominated and proposed, seconded** by Cllr Hanson, that Cllr S Alexander be elected as Vice-Chairman for the Steyning Town Council Community Committee for the 2026/27 municipal year. **Agreed**

C/26/04 QUESTIONS FROM THE FLOOR {in summary}

04.1 None

C/26/05 MINUTES OF PREVIOUS MEETINGS - To agree 5th May draft minutes.

05.1 Cllr I Alexander **proposed, seconded** by Cllr Norcross to agree as a true and fair record, the draft minutes of the Community Committee meeting held on the 5th May 2026. **Agreed 4 For, 1 Abstained**

C/26/06 MATTTERS ARISING AND ACTIONS - These items were taken as read.

06.1 Clerk to co - arrange for spring watering of flowers and plants for associated projects **– Actioned**
06.2 Clerk to update provisional Action Plan list and bring back to next Community Meeting **– Actioned**
06.3 Clerk's office to continue to deal with play park reactive maintenance plan **– Actioned / See item 7.5**
06.4 Clerk to write to HDC to highlight Fletchers Croft stream issues **– Actioned**
06.5 DMMO working party to write to WSCC to lodge dissatisfaction with Hearings process **– Actioned**
06.6 Clerk to convey thanks to Gill Muncey for her assistance with the DMMO inquiry **– Actioned**
06.7 Bus Shelter spot lights to be brought forward to next year's Action Plan **– Actioned** / **Item 7.5**
06.8 Clerk's office to attempt to remove HDC's recycling bin from the Car Park **– See item 7.1**
06.9 Clerk to work on draft Business plan for potential Car Park Asset Transfers **– See item 7.1**

C/26/07 COMMUNITY MATTERS AND OPEN SPACE PROJECTS

07.1 Potential HDC Car Park asset transference project.

07.1.1 The Clerk updated members that on the 9th May he had received an email from HDC stating that they would not necessarily be handing over the Car Parks on an asset transference to the **CLERK**

Steyning Town Council. The statement read as follows - *'I can confirm that the District Council will not transfer the assets highlighted in yellow {inc. 3x Car Parks} to the Parish Council as these are held for strategic/ service delivery purposes or are income generating. The remaining assets highlighted in blue may be transferred subject to the CAT process requirements being met'*.

07.1.2 The Clerk subsequently phoned the HDC Asset Manager to ask for a more detailed explanation, and it was suggested that the Car Parks were currently too valuable as an income generator for HDC. With assistance from District Councillor Finnegan, a meeting has been proposed to convene on the 11th June to discuss the matter further with the HDC head of Assets, their Director of Communities and their Head of Properties and Facilities. Members were keen to suggest that if revenue was so crucial, that perhaps a delayed transference could be proposed. Cllrs S Alexander and Norcross were available and would be joining the Clerk in this meeting.

07.2 Grammar School redevelopment regarding sports provision request from this committee **CLERK**

The Clerk reported that the School developers, the West Sussex County Council Education Department and the School Leadership Team have made a compromise in an attempt to deal with the objections raised by the STC P&P Committee, Sport England, and by representations from the local Hockey Clubs and others. Their compromise is to not install a 4G facility but to reinstall an Astroturf pitch, albeit with a potential 4 year wait in between demolition of existing pitch, and installation of the new facility. Members discussed whether STC should contact the hockey clubs to inform them as to the situation, following their representation to this committee. Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Clerk write to the secretaries of Southwick and Southbourne Hockey Clubs explaining that STC wrote a letter in support of their issue to Sport England and objected to the planning application on the basis of loss of *Sports Provision*, and that you {They} will have all seen the response, which at least gives the Hockey league and their clubs some kind of future. **Agreed**

07.3 MPF & High St Interpretation Boards and Map {Visitor & Tourism} Project update **CLERK**

The Clerk updated members, and with pictures illustrated the positioning and look of the completed *Boards* installation. The last requirement is to plant the Box hedging or equivalent blight resistant floral species, and then the project will be completed.

07.4 To agree priorities and recommendation for the next years STC Action Plan projects **CLERK**

The Clerk had supplied a full list of potential projects for consideration for both this committee and for the Council as a whole. There was greater detail involved in each item on the list on this occasion and members reviewed it and made some small amendments which would then be taken forward to F&GP so that the STC Business Plan and Action Plan can be agreed in July.

07.5 To consider potential swing replacement at South Ash Play Park

07.5.1 Since the last meeting in May, the South Ash swing had been further inspected to see if the cross bar could be replaced, and subsequently it appears that the bars are likely rusted together, and thus it seemed impossible to successfully complete a refurb' of this equipment. Two options therefore remained. To replace with new equipment or keep the Swing for another year and continue to monitor it's condition regularly. The Clerk informed members that a dual combi swing from *Creative Play* for example would be costed at £2,200 plus installation. Total purchase and installation likely being in the region of £5K. It seemed if STC was to replace one of the two existing pieces of equipment at this location, then it should consider this to be a main project for next year and to consider a full play area renewal.

07.5.2 Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Clerk starts a process of engaging with the local community over works to upgrade the South Ash Play Area and that Cllr S Alexander works with the Clerks office to help with the publicity associated with the project. **Agreed** **CLERK & Cllr S Alexander**

07.6 **To consider installation of third planter at the MPF to complete entrance aesthetics / view**
The Council has installed two large planters on the MPF recently, and to complete the project there is a need to purchase one further planter, which will fill the gap between the 'Suicide prevention' bench, and the beginning of the row of benches adjacent the Car Park. The two planters have been supported by {pledged} match funding donations of £500 from the Cricket Club and the Steyning in Bloom group. It is hoped that for the third planter STC gains support via a memorial tribute donation, and members are asked to consider agreeing a third planter acquisition in advance of gaining such a donation - with the cost of purchase of planter, soil, plants, tree and installation being in the region of £2,000.
Cllr I Alexander **proposed, seconded** by Cllr Hanson that STC agree to a third planter being purchased and installed to the same dimensions as the previous two planters unless subsequent to a further site visit, the Clerk presents this committee with a really good argument for an alternative variation. **Agreed** **CLERK**

07.7 **Discuss and agree a response to the HDC consultation request concerning Air Quality** **D. CLERK**
This consultation was more aimed towards residents views about Air Quality, with the survey running from the 26 th May to the 23 June. Cllr I Alexander **proposed, seconded** by Cllr S Alexander that STC puts the information (as per supporting papers) on the STC website and that it is publicised on STC Social Media platforms with links shown. **Agreed**

C/26/08 **FINANCE AND GOVERNANCE**

08.1 **To accept the I & E Reports for March 2026, and end of year synopsis**
When including the after 31st March adjustments for inclusion of creditors , debtors and accruals, then STC Community Committee 'End of Year' budget figures are as follows - Income @ 102.4% of budget or 2.4% over budget. That being, £919.00. Adjusted Expenditure @ 96.41% of budget or 3.59% under budget. Or £1,480. Members agreed that this was a good end of year result.
Cllr I Alexander **proposed, seconded** by Cllr S Alexander that the Community Income and Expenditure report for March 2026 be accepted as a true and fair record. **Agreed.**

C/26/09 **ONGOING ITEMS** – These items will be taken forward to the next Community Meeting.

09.1	C/24/68.2	DIY Dog washing machine to be brought back to future agenda
09.2	C/24/81.1	River bank management needs to be added to the Abbey Road Management Plan
09.3	C/24/81.1	SPC to discuss the need for a Parish Council Flood Plan
09.4	C/25/18.4	SPC to discuss potential its future management of Twittens with WSCC at appropriate time
09.5	C/25/27.5	Clerk to obtain pledged donations following completed MPF Planter installations.
09.6	C/25/47.6	Clerk to create a counterargument to attempt to get new waste bins installed after request rebuffed by HDC
09.7	C/25/48.3	Clerk to take latest Operation Watershed project idea forward to WSCC engineers and Working Party
09.8	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
09.9	C/25/69.3	Community Planting projects requiring watering plan for summer and Autumn
09.10	C/25/71.2	Canada Gardens Access road improvement project details to be brought back to committee when ready
09.11	C/25/71.4	Updated directional Parking signs to be done by STC and then to inform WSCC and HDC after the event.

C/26/10 **INFORMATION / CORRESPONDENCE ITEMS**

10.1 A resident had written to the Council to complain about antisocial behaviour on and around a park bench on the MPF, it being adjacent her garden. This issue has been raised previously, and members considered moving the bench, but as had been agreed previously they preferred the first course of action to be a report to Police and Wardens. They also noted the cost of moving a bench would be both prohibitive, and would seemingly simply shift a problem elsewhere. **CLERK**

10.2 Correspondence from the 'Save our South Coast Alliance' was discussed, and members thought that the issues raised concerning the failure of Southern Water to consult with residents on the material change to the recycling process associated with residents drinking water (mainly in the Portsmouth/ Chichester area), was too far away to warrant a response from STC, but that the information could be placed on the STC web site for information for residents. **CLERK**

10.3 Correspondence concerning the management of the grass verge adjacent the Library and Museum had been received. The resident was concerned that rare wild flowers were being cut down by the grass cutters and hoped that they could be saved by modifying the cutting regime. The Chair suggested that because he is now on the Museum general committee that he could help the resident with his concerns, and members agreed. **Cllr I Alexander**

C/26/11 DATE OF NEXT MEETING – 1st September 2026 at 7.30 pm.

Meeting ended at 8.43pm

Signed by the Chair: . . . . . Date: 1st September 2026

A recording of this meeting can be found using this link: *https://youtu.be/ViiFiDg0RgM*