

Steypning Parish Council



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MEETING OF FULL PARISH COUNCIL HELD ON MONDAY 16TH October 2017 AT 7.30PM IN THE STEYPNING CENTRE

Present : Cllrs Northam, Howell, Goldsmith, Willett, G. Sullivan, S. Sullivan, Toomey, Syred, Picking, Trundle, Mugeridge, and Muncey.

Clerk : John Fullbrook

Members of the Public: 22 {including Wardens - Paul Conroy, Mike Pearce and Cllr Barling}

Meeting commenced 7.31pm

DRAFT MINUTES

ACTION

FULL/17/100 100.1

Statement from the Clerk

Point of order – Clerk read a short statement as there was a technical issue relating to notice given to Councillors - Agenda's for tonight's meeting went up on Notice boards and on Web Site on the Wednesday giving the usual and required 3 days' notice. However apologies to Councillors as the Steypning Centre server went down Wednesday afternoon and unbeknown to the Clerk the Agenda got stuck in his outbox. It therefore didn't go out until the following morning.

100.2

Cllr Northam **proposed** Cllr Howell **seconded** that the Council proceed with the meeting as normal. **Agreed 9 For, 3 Against**

FULL/17/101 101.1

APOLOGIES

Apologies received from Cllr Pearcey, Lloyd and Hanson.

FULL/17/102 102.1

DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr S. Sullivan declared interest in Steypning Community Orchard group.

FULL/17/103.1 103.1.1

QUESTIONS FROM THE FLOOR

Q. From Mr Fuggles representing the Bayards Fields community group.
In terms of new Steypning NP would like to see whole new group of Councillors. Question in 4 parts - 1. Will original consultation process be taken into account in this plan? 2. Will the group operate with an open mind? 3. Will the Steering group recognise that



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the beauty of Steyning lies in the preservation of the Landscape? 4. New Neighbourhood plan appears to be about housing, what about the other 5 focus groups all that they achieved and can we get the information from these groups?

103.1.2 **A.** Cllr Northam replied we have noted your questions and will get a reply back to you in due course.

103.2.1 **Q.** From Mr George Gordon – We look to the Council as Custodians of the Landscape, but if new building is found to be required we hope your new group will look at sites like Gatewick Farm.

103.2.2 **A.** Cllr Northam replied with thanks

103.3.1 **Q.** From Mr Trevor Cree - In relation to the SWAB Neighbourhood plan – *In line with the fundamental need for an open and transparent neighbourhood planning process:(1) The first draft of the SWAB Pre-Submission report should be made available to Steyning residents without any delay so that they can have a clear understanding of where £30,818 in public funds was spent and what was produced for that very large sum of money. Not to do so would be to simply prolong the secrecy that contributed to the failure of the previous SWAB plan. (2) The proposed Steyning Neighbourhood Plan Steering Group meetings should be open to all residents in line with the practice of Storrington, Upper Beeding and other progressive parish councils. Anything less would be unacceptable.(3) The Chairman of the Steyning Parish Council, Councillor Northam, should make a full retraction and unconditional public apology for his defamatory and totally unjustified statement made on the 20 March 2017 that myself and others "Constantly spread misinformation", namely false or inaccurate information especially that which is deliberately intended to deceive. The abject failure of SWAB has fully vindicated the constructive criticisms that we made over a period of three years.(4) When are Councillors Muggridge and Northam going to take full responsibility for their leading roles in the failed SWAB neighbourhood plan and apologise to the residents of Steyning.*

103.3.2 **A.** Cllr Northam replied with thanks for these statements.

103.4.1 **Q.** From Mr Mike Kelly – Wondered if the Council are considering a response to Mr Cree’s appalling leaflet carping against the Council’s work which over the last 4 or 5 years appears to be in the best interests of Steyning?

103.4.2 **A.** Cllr Northam replied he was not intending to respond to the leaflet.

FULL/17/104 **MINUTES OF PREVIOUS MEETINGS**

104.1 Cllr Northam **Proposed** the minutes of the Meeting held on 18th September (including small amendments changed on copy to be signed) discussed and be agreed as a true correct record of proceedings. Cllr Pearcey **Seconded. Agreed**

104.2 **Minutes signed by the Chair**

FULL/17/105 **MATTERS ARISING AND ACTIONS**

105.1 FULL/17/69.1 – Clerk informed Council they were due to have a presentation from Acting Inspector Leadbeatter, however last week it emerged that as part of the restructuring process happening within the Sussex police her Neighbourhood Policing team are morphing into the Adur,

CLERK

Worthing and Horsham crime prevention team and that this change which has taken a year in the planning is due to go live on the 6th November. As currently very busy we looked to the next full Council, and a member of her team coming presenting a report, explaining the reasons behind the change and the benefits to the community of this change.

- 105.2** FULL/17/84.5 Clerk confirmed he had emailed Richard Maille confirming the Councils willingness to appoint him in an official capacity as 'Planning expert to support the objection for the public enquiry'
- 105.3** FULL/17/87.3.4 Paint in the High street was to be dealt with later in meeting under Cllr Barling's report
- 105.4** FULL/17/91.2 – Response to Conservation Area plan - With less than 24hrs notice and in the Council's willingness to enable as many views to be heard as possible the Working group meeting was opened up to the public – To publicise this and in addition to stating the fact at last Full Council meeting notices were placed on high street Notice boards, Steyning Centre, Newsagent, Library and website. – The result was that 27 members of the public attended.
- 105.5** FULL/17/92.1 – Clerk spoke with Vicki Colwell (The Major Planning Projects Officer) who has suggested that SPC would probably be best not to submit expressions of interest this year in SDPA Local plan due to the current NP position and also because their project only started up in April '17 so there is little money available at present. Rather she suggests we determine what, if any, major projects might be eligible over the first part of the coming year and then send in expressions of interest next year at the same time.
- 105.6** FULL/17/93.2 – Clerk has started course
- FULL/17/106** **NEIGHBOURHOOD WARDENS REPORT**
- 106.1** Paul Conroy read through the reports. A copy of the reports for both last month and the missing month of July were now available on the Council's web site.
- 106.2** Fixed penalty notice training now completed and District Council will ratify these extended powers in November – Parish Councils will then be written to, in order to explain extent of new powers and associated protocols
- 106.3** The Wardens brought in Stickers explaining that Dog waste can be put in ordinary bins provided bagged up
- 106.4** Cllr Toomey mentioned an email that had been circulated by the Clerk relating to the Neighbourhood Wardens, and objected to all emails being circulated to Cllrs just because residents asked for it to happen - Clerk to check and report back as to guidelines involved. **CLERK**
- 106.5** Cllr Barling talked in support of the fine work being achieved by the Neighbourhood Wardens as recognised by Horsham DC and believed the

programme would likely be extended to other Parishes

FULL/17/107
107.1

JOINT PARISHES YOUTH COMMITTEE

Local Youth club reported record attendance – 46. Cllrs reminded that they can be kept up to date by looking at appropriate Facebook pages.

FULL/17/108
108.1.1

REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

Cllr Willet – HDC update – Reported that HDC are encouraging use of on-line website for Councillors and indeed any interested party to check on latest news and then Cllr Willett would answer any related questions at future Council meetings

108.1.2

Section 106 monies are allocated to Steyning and can be called upon depending on requirements and requests – Cllr Willett suggests Council utilises these resources as soon as possible

108.2.1

Cllr Barling - WSCC update – A283 Lines repainted thanks to Cllr Barling - on Safety grounds

108.2.2

Cllr Barling asked Chris Stark (Highways Manager) what could be done with Paint on High street – The reply was that it is to be left to fade away naturally

108.2.3

School meetings to remove the huts – Money has now been found to extend Steyning school Buildings, therefore Huts should be gone by September 2018. There were also discussions regarding the need for additional security perimeter fencing

108.2.4

Mr Dudman has agreed to undertake tours of the Cement works and if anybody wants to come then please see Cllr Barling

108.2.5

Sandpit minerals plan enquiry – Team representing Steyning's interests were allocated one day out of six to present their case. A very good case made by our team and thanks to Richard Maille – Decision already made and Cllr Barling made this statement –Mr Manning writes to West Sussex CC *'Without prejudice to my final findings I would like to recommend the deletion of the Soft sands strategy from the plan due to concerns it is not justified or consistent with National policy. Please can the Council draft potential major modifications to delete the soft sands strategy and the proposed Ham farm site allocation from public consultation'*. This is a very good result but there is still work to be done

108.2.6

Cllr Northam expressed the profound gratitude of the Council for the Teams work during this undertaking and especially Mr Richard Maille's contribution

108.3.1

Cllr Toomey – HALC update – Meeting took place on the 18th September – There was discussion about Police representation at the local Councils – Chief Constable will be attending HALC Chairs meeting. SALC disappointed with response to their training, and made reference to the impact of charges to Car Parking, and are to complete a survey on code of conduct applications. Importantly for the next meeting on the 13th November there will be a review

of Rural Car Parking developments. Cllr Muncey will represent the Council there.

108.4.1 Cllr Muncey reported that representatives from Horsham DC are coming to Steyning centre to speak with some Cllrs about proposals to invest in the Car Parks in Steyning – Cllr Muncey will report the details to Amenities.

108.5.1 **Cllr Bowell – Jnt. Cemetery committee update** – One meeting has been held since last full council – Main issue is that there is still the need for new land as there is limited time available to have burials due to running out of space

108.5.2 Cllr Bowell proposed that the Cemetery committee needed new members and that these new members could be non-councillors. Agreed that there is a briefing note brought in front of Councillors to consider response for next meeting. NB. Bramber PC has standing orders that allow it.

**Cllr Bowell/
Cllr Willett**

108.6.1 **Cllr Bowell – Patient Participation Group (PPG) update** – AGM coming up on 28th November – All welcome

FULL/17/109 **QUARRY UPDATE**

109.1 Item already discussed at length under item 108.2.5

FULL/17/110 **NEIGHBOURHOOD PLAN**

110.1 Cllr Trundle / Cllr Muncey update – Two meetings have occurred since the last Full Council meeting. These were on the 30 August and 25th September and involved SWAB members, Norman Kwan from HDC, a South Downs NP representative and Cllrs Muncey and Trundle. The discussions involved the mechanics as to how SWAB should be closed down and if Parishes were to go ahead with their own NP then how the transition should happen.

110.2 Subsequently Closing Statement prepared and together with a Finance statement has been put on SWAB websites and then onto Parish Web sites. To proceed, any new Neighbourhood plans would need a re-designated area and sites would have to be re-evaluated using additional criteria from the 'AECOM' methodology (Fully funded) – Information from previous SWAB NP remains relevant and can be used but will need to be added to. We would also have to re-publicise a call for sites, and keep SWAB web site open for at least another 12 months.

110.3 Mr Kwan believed, given the work that's already been achieved, that any new Neighbourhood plan could be completed by May 2019 which would mean that it could be undertaken within the current Council's term of office

110.4 Both Cllr Trundle and Cllr Bowell attended training sessions put on by the South Downs National Park workshop in Lewes last week – informing those present about planning criteria details, and was also useful in terms of understanding where other Councils stood in their developments of their own Neighbourhood plans.

110.5 Cllr Muggeridge wanted to personally acknowledge and thank those individuals who volunteered to assist with SWAB, and there were almost a hundred that did so, and especially Nick Mills and Roger Potter who devoted literally hundreds of hours to achieve what has been completed so far.

110.6 Cllr Muggeridge also drew attention to the unnecessary and unprecedented burden placed upon the process and SWAB individuals by certain members of the community.

110.7 Cllr Muncey proposed a motion and Cllr Muggeridge then **proposed** an amendment, it being 'We propose that Steyning Parish Council supports in principle that Steyning moves forward to create its own Neighbourhood plan, based on the work already undertaken by the SWAB NP, and authorises its nominated councillors to proceed to devise a Steyning Neighbourhood Plan Terms of reference, and Modus Operandi (e.g. re meetings, reporting, public consultation etc.) These must be approved by SPC in advance of formally commissioning a new NP project, designating the NP area, and recruiting the steering Group and any key individuals or team of resident volunteers.' This was **Seconded** by Cllr Trundle and **Agreed 9 For and 3 Against**. In voting against Cllrs Goldsmith, G. Sullivan and S. Sullivan considered the proposal to be Ultra Vires.

**Cllr
Trundle/
Cllr
Muncey**

FULL/17/111 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

111.1 **Planning Committee** – Minutes and recommendations of the meeting held on 25th September 2017 be accepted. Cllr Trundle **Proposed**. Cllrs. Sullivan **Seconded. Agreed**.

111.2 **Amenities Committee** – Minutes and recommendations of the meeting held on 26th September 2017 be accepted. Cllr Howell **Proposed**. Cllr Muncey **Seconded. Agreed**

111.3 **Premises Committee** – Minutes and recommendations of the meeting held on 3rd October 2017 be accepted. Cllr Syred **Proposed**. Cllr G Sullivan **Seconded. Agreed**

111.4 **Finance and General Purpose's committee** – The minutes from previous week not yet ready to be received. Clerk to include in next Council Agenda.

CLERK

FULL/17/112 RESPONSE TO CONSERVATION AREA PLAN

112.1 Cllr Trundle reported working party met on 19th September to prepare response, which was ratified by planning committee on the 25th September and final document was submitted in time for 3rd October deadline.

FULL/17/113 SDNPA LOCAL PLAN

113.1 Report from Cllrs Howell and Trundle who attended training course – in addition to what has been mentioned before – There is a need to push ahead with housing development within the Park- up to 450 homes. Affordable homes ratio should 3 to 5 for every 10 new homes built.

113.2 The South Downs National Park pre submission draft Plan is available on their web site. Cllr Bowell suggested, as it is a long document, that it's best to initially concentrate on reading the first 3 Chapters.

113.3 The South Downs Local Plan pre-submission consultation period having started on the 26th September is due to finish on the 21 November – and this will be discussed in full at the next Planning committee meeting.

FULL/17/114 GENERAL DATA PROTECTION REGULATION

114.1 Clerk talked through importance of the changes to the data protection regulation in reference to supporting papers already supplied and to be aware of the decisions that will have to be taken leading up to the 25th May next year.

114.2 Cllr Northam **Proposed** that Clerk and Deputy Clerk undertake training on Data Protection on a half day in Feb 2018 of next year (Cost £96). **Seconded** by Cllr Pearcey. **Agreed**

CLERK

FULL/17/115 CORRESPONDANCE AND INFORMATION ITEMS

115.1 Deputy Clerk sent round a letter today from the Vicar of the Church asking about Cllrs Remembrance Day commitments – could you please reply by the 27th October

Meeting closed at 9.31 pm

FULL/17/116 DATE OF NEXT MEETING – 20.11.17

Signed **Date 20th November 2017**

Chairman



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