

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL HELD ON MONDAY 17TH July 2017 AT 7.30PM IN THE STEYNING CENTRE

Present : Cllrs Northam, Bowell, Goldsmith, Willett, Percy, G. Sullivan, S. Sullivan, Toomey, Syred, Muncey, Lloyd, Picking and Trundle

Clerk : John Fullbrook

Members of the Public: 27 {including Warden - Paul Conroy and Cllr Barling}

Meeting commenced 7.30pm

DRAFT MINUTES

ACTION

**FULL/17/
65.1**

APOLOGIES

Cllrs Muggeridge and Hanson

**FULL/17
66.1**

DECLARATIONS OF INTEREST AND DISPENSATIONS

None

**FULL/17/
67.1**

QUESTIONS FROM THE FLOOR

Q. From Mr Cree - *"On Tuesday 11th July 2017 I attended the SPC Finance and General Purposes committee meeting, under item 11 the SPC Insurance renewal was discussed, it was stated that at least 4 quotations had been received all of which had been considered acceptable from a tenderable point of view. The SPC Clerk, Mr Fullbrook quite rightly recommended the 'Inspire' quotation, price of approximately £5,250 per year. However after some discussion the committee decided to accept the Aviva quotation that was by far the highest at approximately £7,800 per year. This is equivalent to an annual cost increase of approximately £2,500 per year or over a 3 year insurance period, £7,500, the only reason that the Aviva option was chosen by the committee was that Cllr Northam has so far failed to retract and unconditionally apologise for the defamatory statement he made against me on 20th March 2017. My question is how can this potential waste of £7,500 of public funds be accepted by SPC councillors when Councillor Northam has so far not been required by them to provide detailed evidence to support any of his false allegations against me".*

67.2

A. Cllr Northam replied - 'that the Council makes its decision on the basis that it will be best value for money and you have made the assumption that it's because of a particular case but it is not'.



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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FULL/17/**MINUTES OF PREVIOUS MEETINGS****68.1**

Cllr Northam **Proposed** the minutes of the Meeting held on 19th June be agreed. Cllr Goldsmith drew attention to fact that point 59.4.3 should have read thus (Changes in bold)

68.2

*'Cllr Goldsmith **asked if charities commission committee had been advised that SAYS account had been disbanded. Cllr Bowell advised that this was being actioned by the Clerk'***

CLERK

The Clerk made the note in Minutes margin which was agreed as correct by Cllr Goldsmith.

68.3

Cllr Northam **Proposed** the subsequently modified Minutes held on 19th June then be agreed. Cllr Bowell **Seconded. Unanimously Agreed**

Minutes signed by the Chair**FULL/17/****MATTERS ARISING AND ACTIONS****69.1**

FULL/17/26.5 – Membership of Finance and General Purposes Committee, to be carried forward to 18th September Meeting subsequent to Amenities Chair being elected.

69.1

FULL/17/50.1 – Presentation from the Acting Inspector - Clerk explained Inspector Chalcraft had moved on and Clerk had been in touch with the new Inspector in charge of his portfolio to see if she will be able to come and report to Council – Her name is Sarah Leadbeatter – As yet received no response

CLERK**69.1**

FULL/17/59.4.2 – Trial of Bank account completed and just waiting for online Banking Pack to come through to Office. It had previously been agreed that if the trial was successful that Council move the £80K funds across to the new account, and Cllr Pearcy **Proposed** that this transfer should now go ahead. Cllr Bowell **Seconded. Unanimously Agreed**

CLERK**69.1**

FULL/17/63.1 – Is to be discussed later under Agenda item 15.0

69.1

FULL/17/63.2 – Insurance advise had been sent to Cllrs.

FULL/17/**NEIGHBOURHOOD WARDENS REPORT****70.1**

A copy of the report is on the Councils website and Warden Paul Conroy read through it. Also mentioned that having discussed with Clerk the report will henceforth cover the period leading up to the week prior to the Full council meeting rather than the previous month so that the news can be more current and yet be able to go out with the other supporting papers.

70.2

Wardens are to be given enhanced powers to help deal with antisocial behaviour relating to excessive alcoholic consumption, also dog fouling with the ability to issue fixed penalty notices of up to £70 and confiscate Alcohol from the over 18 Age bracket. This will happen in the next month or two following some re-training for the Wardens and subsequent to notices going up in the public spaces which are to be covered by these enhanced powers (MPF and Fletchers croft). Cllr Bowell asked if more areas could be covered by this arrangement and Mr Conroy said he would confirm this later but that once areas had been designated the period for which this arrangement was in place was to be 3 years.

FULL/17/

REPORTS FROM OUTSIDE BODIES / DISTRICT COUNCILLORS

71.1

Cllr Lloyd- HDC update – HDC year of culture starts on 1st Jan 2019, the suggestion being that one of the committee takes the lead in putting together a strategy for our involvement.

71.1.2

Trisha Youton has taken over the 'Community Well-being', so will be the new point of contact for any issues relating to it.

71.2.1

Cllr Willet – HDC update – There will be a draft consultation document coming out on 'Conservation areas in Steyning' – It's important that Council considers this document and responds to it within the specified time frame. There is to be a presentation and an invite will go out for all councillors to attend a meeting prior to the next Planning meeting on the 21st August. Document to be circulated if possible before meeting.

71.2.2

Car Parking -Gordon Lindsay HDC Car parking cabinet member has had a meeting with Steyning and District Community partnership director - Reina Alston and in principle have agreed Machines could take cash and that Fletchers croft and Newman's Gardens could be increased from 3 to 4 hours subject to Parish Council ratification.

71.3.1

Cllr Barling - WSCC update – Reporting on progress of 'temporary' Hut removal from the Steyning School – monies hopefully forthcoming from Govt. via WSCC and Huts to be removed by Sept. 2018 as their new extension comes on line. In discussion with Steyning school Head Teacher- New Rydon site which has been annexed will come on line and be part of the new Steyning school set up from this Sept. 2017.

71.3.2

Large amount of New school funding promised by Secretary of State in last 24 hours – what this means to schools in the parish is too early to tell.

71.3.3

Fire Service to stay within the governance of West Sussex CC.

71.3.4

Highways matters – Speed warning Signage to be moved from the inappropriate positioning at Clays Hill but not sure when. Also Upper Beeding speed restrictions now to be limited to 20 miles per hour – will be in place by end of this Summer

71.3.5

Cllr Toomey asked about funding cap on Highways being as much as 30% reduction – Cllr Barling new there were to be reductions but could not be specific.

71.3.6

Cllr Howell asked about A27 By-Pass consultation from Highways England as there was to be a meeting – Clerk had already circulated details of this meeting to all councillors as he had received an invite earlier in the day

71.4.1

Cllr Toomey – HALC update – Cutting hedges and grass and cleaning road signs funding reduced therefore not being completed. There is a process in place for dealing with Pot holes and Speed restrictions as there has been before.

71.4.2

It was also suggested that the HALC forum was in future to be where issues relating to Community policing be discussed

71.4.3

Cllr Muncey – HALC update – Car Parking – All Parishes were invited to write into HALC to summarise the difficulties they were experiencing - Clerk to action based upon findings from Car Park working party. Cllr Muncey **proposed** that Council through Clerk write to Cllr Gordon Lindsay and copy Ben Golds to ensure that there is confirmation of the proposed offers of action as stated to Reina which will address the issues that had been raised and agreed by the working party and Steyning and District community partnership. **Seconded** by

CLERK

CLERK/GM

- Cllr S. Sullivan. **Agreed**
- 71.4.4** Also Cllr Howell wanted to ensure that though some points it appears have already been conceded that we still push for action on all of our concerns and especially the affect that the car parking restrictions have had on reduced trade at the Steyning Centre.
- 71.5.1** **Cllr Howell – Cemetery committee update** – Quarterly meeting happened recently and financial position reported as relatively healthy- £50K plus in the account. Extra half acre of land proposed to be purchased to extend the Cemetery – possibly going to cost £35K. {The committee is self-financing}. Cllr Howell was elected Chair for this period.
- 71.6.1** **Cllr Howell – Patient Participation Group (PPG) update** – Concern at regional level with regards to Dementia (and loneliness and isolation) – there will be a refocusing of focus groups and medical support (Shoreham eye hospital –best equipped in the Country).

FULL/17/

JOINT PARISHES YOUTH COMMITTEE

- 72.1** Cllr Syred – update following their quarterly meeting which happened earlier this evening. There is a full report that will be put onto the Website from Emma Edwards together with finance information – which is in very good order. Numbers are also very good.
- 72.2** They are working with the Hub fun group in Upper Beeding and Cuthman centres. They have been running a number of trips and have put on a number of courses that have been well attended. – One dealing with Exam stress.
- 72.3** The Purple Bus has an issue at moment and has stopped due to not having a qualified driver. Also mobile skate ramp is due to be situated here but there has been a problem finding someone to tow it into position. Member of the public have asked that we promote the services better on for example the web site and the group has asked that the council promote their need for new volunteers.

FULL/17/

QUARRY UPDATE

- 73.1** Cllr Syred and Cllr Barling reported - Mineral plans are subject to examination by the public in September/ October but no date has been set as yet, but the Inspector – Jonathon Manning has been appointed to find out if the plan is sound. Some local experts are giving of their time - Richard Maille for example is involved (retired Planning inspector) but helping to represent the local community.
- 73.2** The Quarry group met two weeks ago. Quarry site has been reduced in size to 30% of the original scale but closer to road and extended into the corner of the Wiston bend, and yet the company claim that they anticipate getting 80% of the Sand volume previously forecast before the scaling down. Core samples taken in 1948 however are said to contradict this expectation.
- 73.3** The programme officer – Mr Banks- has been made aware of the strong local objections. WSCC planning dept. are waiting to hear from inspector as to what issues he will be considering – once these are recognised then the Council will know what case will need to be met.
- 73.4** Council has already made it known that they are a formal objector. Clerk to

CLERK

check previous minutes to see when this took place.

Cllr Syred **Proposed** that the Council officially appoint Richard Maille on behalf of Steyning Parish Council as a planning expert to support the objection for the public enquiry. Cllr Pearcy **Seconded. Unanimously Agreed**

CLERK/MS

FULL/17/

NEIGHBOURHOOD PLAN

74.1

Cllr Northam update – Following last month's meeting resolution, Cllr Northam has asked the Chairs of the Wiston, Ashurst and Bramber Parish Councils, if they are happy to continue with the Neighbourhood plan. So far written confirmation received from Bramber, verbal confirmation from Wiston and verbal confirmation from Ashurst but they will reserve their position depending upon what Steyning were planning to do. So now it is possible to reconstitute the working group.

74.2

Cllr Northam also received correspondence from new landowner of land at the end of Kingsmead close who wanted to be involved with the Neighbourhood plan and this has been circulated to the Chairs for the other Parishes

74.3

Volunteers for the New working group are required - 2 from Council and 2 from Steyning residents. Cllr Northam **Proposed** that Cllr Muncey and Cllr Trundle (who had volunteered) be nominated for the Steyning Parish Council positions for the New working group subject to agreement of the other Parish Council Councillors. **Seconded** by Cllr Lloyd. **Agreed**

FULL/17/

COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

75.1

Planning Committee – Chair encouraged all to attend the 7pm pre meeting Conservation plan (Character assessment) presentation. Minutes for the meeting held on 26th June 2017 be accepted as a correct record (Clerk to clarify acceptance rules). Cllr Trundle **Proposed**. Cllr Pearcy **Seconded. Agreed**

75.2

Amenities Committee – Remark that this meeting though lasting the full 150 minutes allowed did not complete all the items on the Agenda as time did not allow, and that the future Agenda's need to be curtailed and prioritised more to allow full discussions to take place. Minutes for the meeting held on 27th June 2017 be accepted as a correct record. Cllr Muncey **proposed**. Cllr Lloyd **seconded. Agreed**

75.3

Premises Committee – Minutes for the meeting held on 4th July 2017 be accepted as a correct record. Cllr Syred **Proposed**. Cllr Bowell **Seconded. Agreed**

75.4

Finance and General Purposes committee – The minutes from the meeting from last week (17th July) not yet completed to allow Chair to recommend they be accepted, so will be discussed at next meeting.

CLERK

FULL/17/

INSURANCE RENEWAL

76..1

There had been a full discussion at last F&GP meeting dated 11th July whereby a decision was made on which insurance provider was to be accepted as the cover for the next year. However to ensure Clerk could go ahead and action for new insurance cover to be in place, and premium paid, and because minutes were not available for acceptance yet there was another discussion to outline the reasoning behind the decision, so that a motion could be put forward. { For details see item F&GP/17/29.1}. Cllr Pearcy **Proposed** that subject to minutes

CLERK

being dispatched and agreed, that the Clerk actions the payment of another annual premium with the existing Insurance provider. **Seconded** by Cllr Willett.
Unanimously Agreed

**FULL/17/
77.1**

CORRESPONDANCE AND INFORMATION ITEMS

Electoral review of Horsham – ‘Final recommendations’ sent as supporting papers for info’ only

**FULL/17/
78.1**

CONFIDENTIAL SESSION

Cllr Northam **proposed** and Cllr Bowell **seconded** to go into Confidential session.

78.2

The Clerk provided an update on recent information received from the ‘Information commission’ and responses to FOI’S

78.3

The FOI request from Mr. Paul Campbell dated 21st May 2017 reference - SWAB information where the request was refused based upon the FOI panels review – The Clerk has emailed this response onto Mr. Campbell as directed and also informed the ICO. Clerk had received no response from ICO to this as yet

78.4

The FOI request from Mr. Paul Campbell dated 30th August 2016 reference – Street cleaning, Grass cutting, and Bin emptying – where Council had emailed some details back to Mr. Campbell in the past. The ICO wanted us to reply back to Mr. Campbell by 14th July (last Friday) giving further information and/or explanation. Having become acquainted with the facts and the history the Clerk replied with greater detail but has not yet gone back with two final items – This was because their research was going to take some considerable time. Clerk then sent this reply to Mr. Campbell who has since replied and subsequently kindly reduced the scope of the request. The Clerk also forwarded the communications to the ICO.

CLERK

Meeting closed at 9.37 pm

FULL/17/79

DATE OF NEXT MEETING – 18.09.17

Signed Date 17th July 2017
Chairman



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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