

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
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**TO ALL MEMBERS OF STEYNING PARISH COUNCIL
YOU ARE HEREBY SUMMONED TO A FULL PARISH COUNCIL MEETING TO BE HELD ON
MONDAY 15TH JANUARY 2017 AT 7.30 PM IN THE STEYNING CENTRE**

Following the Local Audit and Accountability Act 2014 and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have the right to film/record meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council they give their consent to being filmed/recorded by other members of the public if such activity is taking place. Any equipment used in the Steyning Centre and plugged into the main electrical supply must be PAT tested.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THE MEETING

AGENDA

- 1.0 APOLOGIES FOR ABSENCE** – to receive and consider apologies for absence.
- 2.0 DECLARATIONS OF INTEREST** – 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 for the public to make representations, (2 minutes per person) answer questions or give evidence **in respect of any item of business on the agenda**, in accordance with Standing Orders.
- 4.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the meeting held on the 20th November 2017.
- 5.0 MATTERS ARISING AND ACTIONS** – to confirm the matters arising from last meeting unless stated and report actions from previous meeting.
 - 5.1** FULL/17/140.2 - Briefing note re the membership of the Jnt. Cemetery committee – Ongoing
 - 5.2** FULL/17/140.3 - Neighbourhood Warden Scheme incentives – Ongoing
 - 5.3** FULL/17/140.6 - Neighbourhood Wardens steering group representation – Clerk to update
 - 5.4** FULL/17/143.2.2 - Police station front desk enquiry – Cllr Barling to update
 - 5.5** FULL/17/143.3.2 - Response from HDC regarding our queries on Car Park developments – See item 8.4
 - 5.6** FULL/17/146.2 - Receiving Amenities minutes of 28th November – see item 11.2
 - 5.7** FULL/17/148.1 - West Sussex Rights of Way Management Plan consultation - See item 12.1
 - 5.8** FULL/17/149.1 - Section 106 monies, letter from Project Obligations officer to be recirculated – Actioned
 - 5.9** FULL/17/150.1 - Response to Mr Aubrey's letter – Update from Clerk
 - 5.10** FULL/17/150.2 - Invitation to new Chair of governors to attend Council meeting – Update from Clerk
 - 5.11** FULL/17/155.1 - Letter from Councillor Northam to Councillor Goldsmith – Actioned



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 5.12 FULL/17/155.2** - Clerk to circulate advice to Councillors – Update from Clerk
- 6.0 NEIGHBOURHOOD WARDENS' REPORT**
6.1 Neighbourhood Wardens' Report
- 7.0 JOINT PARISH YOUTH COMMITTEE**
7.1 No meeting has taken place since last Full Council meeting.
- 8.0 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS**
8.1 Cllr Lloyd – (HDC) update
8.2 Cllr Willett – (HDC) update
8.3 Cllr Barling – (WSCC) update
8.4 Cllr Toomey/ Muncey – HALC update and Car parking update
8.5 Cllr Bowell / Willett – Cemetery Committee update
8.6 Cllr Bowell – PPG update
- 9.0 QUARRY UPDATE**
9.1 D. Barling and Cllr Syred to update
- 10.0 NEIGHBOURHOOD PLAN**
10.1 Update on the Neighbourhood Plan – Report from Cllr Muncey and Cllr Trundle
- 11.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS –**
11.1 Planning Committee – to receive the minutes and approve the recommendations of the meeting held on the 19th December 2017
11.2 Amenities Committee – to receive the minutes and approve the recommendations of the meeting held on the 28th November 2017
11.3 Premises committee – to receive the minutes and approve the recommendations of the meeting held on the 2nd January 2018
11.4 Finance and General Purposes Committee – to receive the minutes and approve the recommendations of the meetings held on the 9th January 2018
- 12.0 WEST SUSSEX RIGHTS OF WAY MANAGEMENT PLAN**
12.1 WSCC Highways and transport seeking public consultation on draft West Sussex Rights of way Management plan – see supporting Paper
- 13.0 BUDGET FOR YEAR 2018/19**
13.1 To confirm Budget and precept request to HDC
- 14.0 CORRESPONDENCE AND INFORMATION ITEMS**
- 15.0 CONFIDENTIAL SESSION**
15.1 To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3e to exclude the press and public on the grounds that the confidential matters to be discussed under items 16, 17 and 18 below would be prejudicial in the public interest.
- 16.0 CONFIDENTIALITY OF E-MAIL CORRESPONDANCE**
16.1 To invite Cllr Goldsmith to present an explanation of the circumstances surrounding his email of 17th July 2017 and to resolve a course of action if a satisfactory explanation is not provided.

17.0 HARASSMENT OF A MEMBER OF STAFF

17.1 To consider whether a number of e-mails sent by Cllr Goldsmith constitutes harassment of a member of staff, and if so, to resolve a course of action to correct this.

18.0 COUNCILLORS BEHAVIOUR

18.1 To consider whether a complaint needs to be sent to the monitoring officer with regards to the poor behavior of a Councillor

18.2 To consider how Steyning Parish Council wishes to deal with Councillors ignoring directions from the Chair and poor behavior, in the future

19.0 DATE OF NEXT MEETING: 19th FEBRUARY 2018 at 7.30pm

John Fullbrook
Clerk to the Council



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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