

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 17TH JULY 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 BUT WILL BE ASKED TO
LEAVE BEFORE ITEM 15 DUE TO THE CONFIDENTIAL NATURE OF THE ITEM. (Standing order 3e)**

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 held on 17th July 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/17/26.5 - Membership of Finance and General Purposes Committee
 - 5.2** FULL/17/69.1 - Quarterly Presentation from Acting inspector - update
 - 5.3** FULL/17/69.2 - Reserve Bank account transfer.
 - 5.4** FULL/17/71.4.3 - To be discussed under item 7.4.
 - 5.5** FULL/17/73.4 - Re Quarry report – Clerk to check when Council made formal objection.
 - 5.6** FULL/17/73.4 - Richard Maille officially appointed as planning expert to assist Council
 - 5.7** FULL/17/75.4 - Minutes from F&GP on 17th July were not completed – therefore need to be received for acceptance (supporting papers)



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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- 6.0 NEIGHBOURHOOD WARDENS' REPORT**
- 6.1 Neighbourhood Wardens' Report
- 7.0 JOINT PARISH YOUTH COMMITTEE**
- 7.1 Presentation for 15minutes from Emma Edwards – Community Youth Work Team Leader
- 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/ Muncney – HALC update and Car parking update
- 8.5 Cllr Howell / Willett – Cemetery Committee update
- 8.6 Cllr Howell – 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
- 11.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS** – to receive and adopt Minutes and authorise expenditure for the previous period and consider other matters in relation to the committees.
- 11.1 **Planning Committee** – to receive the minutes and recommendations of the meetings held on 24th July and 21st August 2017
- 11.2 **Amenities Committee** – to receive the minutes and recommendations of the meeting and held on 26th July 2017
- 11.4 **Premises committee** - to receive the minutes and recommendations of the meeting held on 5th September 2017
- 11.5 **Finance and General Purposes Committee** – to receive the minutes and recommendations of the meeting held on 11th July and 12th September 2017
- 12.0 RESPONSE TO CONSERVATION AREA PLAN**
- 12.1 **EOM** – to receive the minutes and recommendations of the meeting held on 11th September 2017
- 13.0 SDNPA LOCAL PLAN**
- 13.1 Request for submission of expression of interests for infrastructure projects
- 13.2 Training course
- 14.0 STATEMENTS FROM THE COUNCIL – presented by Clerk**
- 14.1 Councillor's conduct
- 15.0 FINANCIAL MATTERS**
- 15.1 To agree funds 'SAVED' from up to date project list (see supporting paper) be put forward for additional projects – which can be discussed at next Premises and Amenities committees.
- 15.2 CiLCA course for Clerk (See supporting paper)
- 15.3 Training session for Chairs and Clerks in October – subject – conduct of meetings. Approx. £250 for Approx. 2 hours with SALC representatives
- 15.4 Pension request – Clerk to go onto scheme
- 15.5 Royal British Legion request for reimbursement of hall costs for AGM and Poppy appeal festival lunch (See supporting papers)

16.0 STEYNING IN BLOOM

16.1 Reports from Cllrs Pearcey and Cllr

17.0 ALLOTMENTS

17.1 An update on figures relating to annual subscription payments and lease agreement signatories from Clerk

18.0 STAFF MATTERS

18.1 Clerk's 3 month review due soon

19.0 CORRESPONDANCE AND INFORMATION ITEMS

20.0 To resolve, under the public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.3 (e) to exclude the press and public on the grounds that the confidential matters to discussed under items 13.1 below would be prejudicial in the public interest.

21.0 CCTV

Update from Clerk

22.0 DATE OF NEXT MEETING: 16th October 2017 at 7.30pm

John Fullbrook
Clerk to the Council