

Steyping 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 19TH JUNE 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 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 PRESENTATION BY ACTING INSPECTOR STEVE CHALCRAFT, HORSHAM DISTRICT NEIGHBOURHOOD POLICING TEAM,**
- 4.0 PUBLIC PARTICIPATION**
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.
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the EOM held on 12 May 2017 and the council meeting held on 15 May 2017.
- 6.0 MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meeting.
- 6.1 FULL/17/26.5** – Membership of Finance and General Purposes Committee, agenda item 14.0 below refers
- 6.2 FULL/17/30.5**- Joint Parishes Cemetery Committee. A request for a change in meeting dates had been sent.
- 7.0 NEIGHBOURHOOD WARDENS' REPORT**
- 7.1** Neighbourhood Wardens' Report attached
- 8.0 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS**
- 8.1** Cllr Lloyd – (HDC) update



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- 8.2 Cllr Willett – (HDC) update
- 8.3 Cllr Barling – (WSCC) update
- 8.4 Cllr Toomey – HALC update

9.0 APPROVAL OF THE ANNUAL RETURN AND GOVERNANCE STATEMENT

- 9.1 To note and accept the Internal Audit Report Year ended 31 March 2017
- 9.2 To consider, approve and sign the Annual Governance Statement 2016/17
- 9.3 To consider, approve and sign the Accounting Statements 2016/17
- 9.4 To consider, approve and sign the accounts for the year ending 31st March 2017

10.0 NEIGHBOURHOOD PLAN

- 10.1 To consider whether SPC wished to continue with the process, how the Steering Group would be reconstituted and how volunteers would be recruited.

10.2 Motion proposed by Cllr Northam –Steyning Parish Council resolves as follows:

- (i) to confirm to the other SWAB parishes that Steyning Parish Council wishes to continue with the SWAB Neighbourhood Planning process.
- (ii) to invite residents and councillors to volunteer to join a new SWAB Working Group, which will replace the current Steering Group and become the body now tasked with bringing the NP to completion.
- (iii) to recommend to the other SWAB Parish Councils that the SWAB Working Group should consist of 2 councillors and 2 residents from Steyning, plus 1 councillor and 1 resident from each of the other three parishes, making a total of 10 members. In the event that there are more applicants than posts, each PC is to select representatives accordingly on the basis of merit.
- (iv) to ask the other SWAB parishes to confirm their intention to continue on this basis.
- (v) to record our thanks to the members the SWAB Steering Group, and members of the many Focus Groups who have contributed to the SWAB process to date.

10.3 Motion proposed by Cllr Goldsmith: Steyning Parish Council resolves that

- (i) it will invite the other councils within SWAB to join with SPC in taking legal advice on the merits of recovering some or all of the fees paid re the SWAB NDP, on grounds to be discussed confidentially. The costs of this advice to be borne in the same proportion as the fees paid.
- (ii) that in principle it wishes to complete a neighbourhood development plan limited to the designation of Local Green Space and to design principles for any future development within the Steyning Built up Area.
- (iii) that in principle it wishes to de-cluster from the other three parishes participating in SWAB and will work with the other councils to prepare a recommended course of action to achieve this.

11.0 COMMITTEE MINUTES – to note the following Minutes

- 11.1 Planning Committee – 22 May 2017
- 11.2 Amenities Committee – 23 May 2017
- 11.4 Premises -6 June 2017
- 11.5 Finance and General Purposes Committee – 11th April, 16th May and 13 June 2017

12.0 FINANCE AND GENERAL PURPOSES COMMITTEE

- 12.1 To review the membership of the Finance and General Purposes Committee following the appointment of committee Chairmen for council committees (minute FULL17/26.5 refers)

13.0 AMENITIES COMMITTEE

- 13.1 To approve a change of name to the Parks and Highways Committee.

14.0 CORRESPONDENCE AND INFORMATION ITEMS

- 15.0 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 15- 16 below would be prejudicial in the public interest.



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- 15.1 Discuss and agree response to FOI request
- 16.0 To consider email concerning threatened defamation claim
- 17.0 DATE OF NEXT MEETING: 17 July 2017 at 7.30pm

Clerk to the Council



Parish Clerk:
Deputy Clerk: Hazel Roxby

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