

# 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 20<sup>TH</sup> NOVEMBER 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 STATEMENT FROM THE CHAIRMAN** – Regarding Standing orders
- 3.0 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.
- 4.0 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.
- 5.0 MINUTES OF PREVIOUS MEETINGS** - to agree the minutes of the held on 16<sup>th</sup> October 2017.
- 6.0 MATTERS ARISING AND ACTIONS** – to confirm the matters arising from last meeting unless stated and report actions from previous meeting.
  - 6.1** FULL/17/105.1 - Quarterly Presentation from Acting inspector – Agenda Item 7.0
  - 6.2** FULL/17/106.4 - Guidelines on Email circulation – Clerk to update
  - 6.3** FULL/17/108.5.2 - Briefing note re membership of Jnt. Cemetery committee - Agenda item 9.5
  - 6.4** FULL/17/110.7 - Neighbourhood plan terms of reference and Modus operandi devised -Agenda item 11.2
  - 6.5** FULL/17/111.4 - Minutes from F&GP meeting 10<sup>th</sup> October to be received – Agenda item 12.5
  - 6.6** FULL/17/114.2 - Clerk to book training covering new Data Protection regulations for Clerk/ D. Clerk
- 7.0 PRESENTATION FROM ADUR, WORTHING, HORSHAM COMMUNITY POLICING HUB -TEAM MEMBERS**
  - 7.1** Update on the restructuring of the Community Policing Team and the service they provide



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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- 8.0 NEIGHBOURHOOD WARDENS' REPORT**
- 8.1 Neighbourhood Wardens' Report – supporting papers attached
- 9.0 REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS**
- 9.1 Cllr Lloyd – (HDC) update
- 9.2 Cllr Willett – (HDC) update
- 9.3 Cllr Barling – (WSCC) update
- 9.4 Cllr Toomey/ Muncey – HALC update and Car parking update – supporting papers attached
- 9.5 Cllr Bowell / Willett – Cemetery Committee update
- 9.6 Cllr Bowell – PPG update
- 10.0 QUARRY UPDATE**
- 10.1 D. Barling to update
- 11.0 NEIGHBOURHOOD PLAN**
- 11.1 Last Month's Amended Proposal from Cllr Muggeridge – To reaffirm
- 11.2 Update on the Neighbourhood Plan – Report from Cllr Muncey and Cllr Trundle including Draft Steyning proposal - See supporting papers
- 12.0 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.**
- 12.1 **Planning Committee** – to receive the minutes and approve the recommendations of the meeting held on 23<sup>rd</sup> October 2017
- 12.2 **Amenities Committee** – to receive the minutes and approve the recommendations of the meeting and held on 24<sup>th</sup> October 2017
- 12.4 **Premises committee** - to receive the minutes and approve the recommendations of the meeting held on 7<sup>th</sup> November 2017
- 12.5 **Finance and General Purposes Committee** – to receive the minutes and approve the recommendations of the meetings held on 10<sup>th</sup> October 2017 and on 14<sup>th</sup> November 2017
- 13.0 SDNPA RESPONSE**
- 13.1 Report from Cllr Trundle to summarise the process, and to receive and approve the response (see supporting paper)
- 14.0 CORRESPONDANCE 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 16 and 18 below would be prejudicial in the public interest.**
- 16.0 JOINT PARISH YOUTH COMMITTEE**
- 16.1 Update from Cllrs Syred and Muggeridge following recent staff changes
- 17.0 NEIGHBOURHOOD WARDENS**
- 18.0 BULLYING INVESTIGATION** – Update on the process from the Clerk
- 19.0 DATE OF NEXT MEETING: 18<sup>th</sup> DECEMBER 2017 at 7.30pm**

John Fullbrook  
Clerk to the Council



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