

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

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www.thestyningcentre.co.uk

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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 12th SEPTEMBER 2016 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 AND DISPENSATIONS** – to note declarations of interest and any dispensations.
- 3.0 PUBLIC QUESTIONS FROM THE FLOOR**
Written questions submitted under this item will not be discussed in the council meeting, but will be posted on the council website along with an answer as appropriate.
- 4.0 MINUTES OF THE PREVIOUS MEETING** - to agree the minutes of the previous meeting held on 8.8.16
- 5.0 MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meeting.
 - 5.1** 91.1 – SAYS - Cllr Syred to ask for list of Capital purchases
 - 5.2** 95.1 – Legal advice has been sought re sale of alcohol and parking on MPF – ongoing discussions at Playing Field Committee; minutes re trees on MPF and goal post attached
- 6.0 REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
 - 6.1** Cllr Lloyd (HDC) – update
 - 6.2** Cllr Willett (HDC) – update
 - 6.3** Cllr Barling (WSCC) - update



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
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- 7.0 REVIEW AND CONFIRM COMMITTEE MEMBERSHIP – inc. appoint to vacancies on :**
- 7.1 Steyning Centre Committee – 1 vacancy**
- 7.2 Highways and Lighting Committee – 2 vacancies**
- 7.3 Playing Fields Committee – 1 vacancy**

- 8.0 SAYS presentation – Emma to attend (10+5 mins max)**
- 8.1** Discuss and agree way forwarder SAYS inc any financial implications

- 9.0 JOINT PARISHES BURIAL BOARD**
- 9.1** To consider the Joint Parishes Cemetery Committee see attached email.

- 10.0 NEIGHBOURHOOD WARDEN REPORT** - to receive the Neighbourhood Wardens report - attached.

- 11.0 NEIGHBOURHOOD PLAN** – to receive an update on progress

- 12.0 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS** – to receive and adopt Committee Minutes and authorise expenditure for the previous period and to consider other matters in relation to Committees.
- 12.1 Playing Fields Committee meeting** – to receive the minutes and recommendations of the Playing Field Committee held on EOM 15.8.16
- 12.2 Planning Committee** - to receive the minutes and recommendations of the meetings of 16.8.16 and 6.9.16
- 12.3 Highways & Lighting Committee** – to receive the revised minutes and recommendations of the meeting of 23.8.16. Request delegated authority for 3 councillors to open tenders with Clerk for road, gutter, pavement cleaning and litter bin emptying contract
- 12.4 Steyning Centre Committee** – 16.8.16
- 12.5 Finance & Community Committee** – to receive the minutes and recommendations of the meeting held on 6.9.16

- 13.0 ELECTION OF PARISH COUNCILLOR**
- 13.1** To discuss and agree whether Poll Cards are to be issued in the event that the forthcoming election is contested.

- 14.0 POLICE PRESENCE IN STEYNING**
- 14.1** Discuss and agree response on behalf of SPC to the need for a Police response in Steyning as invited by Clare McKnight

- 15.0 PROPOSED CHANGES TO COMMITTEE TIMETABLE, LENGTH OF MEETINGS AND DISPATCH OF AGENDAS**
- 15.1** To discuss and agree proposed changes – briefing paper attached

- 16.0 REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES AND OTHER MEETINGS**
- 16.1** HALC

- 17.0 ITEMS FOR PRESS RELEASE.**

- 18.0 CORRESPONDENCE/INFORMATION ITEMS**
- 18.1** HDC letter dated 22.7.16 re Working Better Together
- 18.2** Great British High St Competition 2016
- 18.3** Rural vulnerability – rural broadband
- 18.4** West Sussex Big Society Fund
- 18.5** WSCC - Communities actively involved in flood mitigation
- 18.6** Changes to local bus services

18.7 Project Edward – day without a road death

19.0 **DATE OF NEXT MEETING: 7.30 PM on 10th October 2016**

20.0 **Due to the nature of the next item the Chairman will propose that under section 3e of the Steyning Parish Council Standing Orders that it be discussed in confidential session**

20.1 To discuss the Council's handling of various items of correspondence from a member of the public.

Carol Stephenson Clerk to the Council



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Deputy Clerk: Hazel Roxby

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