

Steyning Parish Council



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THE FULL PARISH COUNCIL MEETING MONDAY 7th September 2015 AT 7.30 PM IN THE STEYNING CENTRE

Councillors and members of the public observed a minute's silence In memory of those who lost their lives at the Shoreham Air Show tragedy

Cllr Barling (WSCC) expressed public praise regarding the fantastic efforts of the Fire & Rescue Service, Police Officers and Ambulance Service, since nothing could have prepared them for scenario they managed. Fire & Rescue teams were supported by two senior officers. Gold Command was run by the Police from their Lewis headquarters, 10 fire appliances were able to attend. The A27 has only partly reopened, since Police are still investigating the scene of the accident. Cllr Barling wished to publicly record that we all owe so much to our Emergency Services who do a fantastic job in difficult circumstances.

Present: Cllrs Lloyd, Muncey, Goldsmith, G Sullivan, S Sullivan, Northam, Picking, Syred, Hanson.

In attendance: Cllr David Barling (WSCC)

Members of the public: 14, including Neighbourhood Wardens and two Police Officers from the Horsham District.

Clerk: Rebecca Luckin

QUESTIONS FROM MEMBERS OF THE PUBLIC:

- Q – I noticed that there is an agenda item concerning Abbey Road? With reference to a leaflet, regarding allegations that the Parish Council is going to build there, why is it that groups calling themselves 'friends of' are nearly always the opposite? A resident of Abbey Road asked me what can be done about scaremongering and misinformation? Is there nothing the council can do to prevent the cause of upset to so many people in Steyning?

A – There is nothing we can do, members of the public are able to make a protest about a topic, we can provide correct information at Parish Council meetings.
- Q – Regarding the constitution, when a Councillor gets elected, should they confirm that they are a member of a group?

A – Yes, at the time that they become a Parish Councillor.

Q – According to the Friends of the Memorial Playing Field (FoMPF) website, the supporters' forum, identifies two Steyning Parish Councillors, as does the constitution of FoMPF, should this have been disclosed?



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A – Yes. We had this issue once before, and it turned out that the Councillor had resigned. Perhaps the FoMPF website should be updated.

A – Cllr Sullivan – four Councillors who were previously members have handed in their resignations.

A – Cllr Goldsmith – will ‘get onto it’ tomorrow.

3. Q – After last week’s Planning meeting, where I was vociferously attacked by two Councillors, does the Parish Council have in place any training for Councillors? Why should I be attacked in the foyer?

A – I was not at the meeting, so cannot comment, there is a Code of Conduct for Councillors to follow. You should write to the Clerk if you have a concern, or have a word with the Councillor.

4. Q – Regarding the SWAB minutes of March 2015, residents’ survey, the Steering Group, following a 1% response from those aged 16 – 24 years, believed that younger residents should be targeted in order to engage them with the process. At the Full Parish Council meeting of 13th April, Cllr Muggridge confirmed that the Steering Group had concerns and would target younger people. In SWAB minutes of 17th June, it stated two young people worked to draft the survey, with help from Cllr Muggridge. It’s important that young people are involved, but this evidence shows that the survey, up to the age of 25, came from the Steering Group.

5. Q – Regarding the Youth Neighbourhood Survey, we know that more than 162 Grammar School pupils were sent and completed the youth survey by August 2015. With respect to the non-school 19 - 25 year old age group:

- How many people in this age group live in the four parishes?

- By what means were they all contacted?

- How many responded to the survey?

A – Unable to answer at this meeting, please give the question to the Clerk.

6. Q – Regarding the Neighbourhood Plan SWAB Payment of £800 to Action in Rural Sussex (AirS) Why did the SWAB Steering Committee state, via the SPC Parish Clerk, to the SPC Finance & Community Committee that Action in Rural Sussex were to be paid an extra £800 because AirS were unaware that a Strategic Environmental Assessment would be required when they had clearly known since Nuthurst in March 2014? Why were we misinformed or misled by the Steering Group?

A – We will respond in writing.

7. Q – Regarding SAYS and Horsham Matters, why was no quarterly payment of £4,460 made to Horsham Matters in March or April 2015, it was a quarterly payment that was not made until August?

A – Horsham Matters’ financial year was ‘out of synch’. SPC paid an invoice for one month in March 2015, with subsequent invoices at quarterly intervals, to bring them in line with the Parish Council financial year. Horsham Matters were late sending invoices out due to staff sickness.

Note – answers to questions 5 and 6 will be provided at the next meeting of the Full Council.

Written questions submitted on 14th August – response provided in Neighbourhood Plan Report.

Written questions submitted on 3rd September – response to be provided in due course.

The meeting was convened at: 19.48pm

MINUTES

Full/70. APOLOGIES FOR ABSENCE – Councillors received and accepted apologies for absence from Cllrs Howell, Ness-Collins, Willett, Toomey, Trundle and Muggridge.

Full/71. DECLARATIONS OF INTEREST AND DISPENSATIONS – none for this meeting.



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Full/72. MINUTES OF THE PREVIOUS MEETING

72.1 Cllr Lloyd **proposed, seconded** by Cllr Northam that the minutes of the meeting of 10th August 2015 be approved as a correct record. **Agreed.**

Full/73. MATTERS ARISING AND ACTIONS – none for this meeting.

Full/74. POLICE and NEIGHBOURHOOD WARDEN REPORTS

- 74.1** Neighbourhood Warden's Report - circulated prior to the meeting and placed on the website. Councillors noted that Police were dealing with stolen go-karts, graffiti attacks have been addressed, and patrols had been increased regarding dog fouling and youths playing football late in the evening. An attempted theft of a bench from the MPF had been investigated. Cllr Sullivan had found 'baggies' on the MPF and will pass them to the Wardens, giving an indication of times and dates.
- 74.2** Police report - circulated prior to the meeting. PC Walker, Horsham district, was available to answer questions:
- Q - In your experience how serious is the drug problem here?
A – On the MPF I am not aware of any problem, but we are happy to liaise with our colleagues and take a look at the area.
- Q – What class of drugs are we talking about?
A – Cannabis and illegal highs.
- Q - Would it be possible to mount a small operation, to send the lesson home?
A – We currently run Operation Respect on Friday and Saturday nights and can address any concerns.
- Q – What is 'meow meow'?
A - MDMA is its proper name, it is a dangerous drug, anyone caught in possession will be charged.
- The Chairman thanked PC Walker and his colleagues for attending the meeting.

Full/75. NEIGHBOURHOOD PLAN

- 75.1** Update on progress provided by Cllr Hanson who advised that the Steering Group had met 27.08.15 and the Housing and Environment Focus Groups had several productive meetings. The Stage One Report is being finalised, however it is a living document and will continue to be enhanced. The finalised report will be provided to Parish Councils before being placed on the SWAB website. Next steps include assessing sites against the 10 agreed criteria, to be followed by consideration at a NP Steering Group meeting.
- Housing Focus Group (HFG) – the Site Assessment Criteria have been researched extensively by the Housing Focus Group from examples found in several other NP's both locally and elsewhere and tailored to specific needs of the SWAB Area. They have been designed to measure objectively and to score sites on 10 specific criteria. This extensive work is now complete, with no reference or consideration of any specific sites. As previously advised (and it remains the case) only two members of the NP Steering Group are currently aware of the location of all the sites offered under the SWAB NP call for sites process. The Housing Focus Group has created a complete set of site assessment criteria with objective measures, using traffic light scoring. These have subsequently been ratified by the Steering Group and will be used by the HFG to do the objective site assessment in due course (decisions on the recommended sites will be made by the Steering Group).
- The Environment Focus Group has done extensive work to catalogue both existing and potential green spaces (open) in the SWAB area for consideration by the Steering Group in due course.
- The Youth Survey is now closed and due to be analysed, with the expectation of a report to SWAB in September (The reason the survey was for secondary age youth was because they will become adults during the length of the NP period of 15 years. It was extended so that past pupils/returners could fill it in, but nobody did.) A new SWAB Steering Group member of the public for Ashurst has been appointed, bringing the Steering Group to full strength.

A meeting with Cllr Muggridge, Cllr Mills (Bramber and Chair of SWAB Steering Group) and Steyning Parish Councillors will take place, to discuss any concerns Councillors may have.

The Clerk advised that meetings in June in July had been inquorate and that Steering Group members were of the opinion that the minimum attendance figure had been set too high at 66%. Consequently, revised Terms of Reference had been considered by email (quorum reduced to 50% provided that at least one representative from each parish was present) and agreed at the meeting of 20.08.15. SWAB Steering Group Meetings of June and July were inquorate, therefore no significant decisions were considered or agreed. The Neighbourhood Plan process has no designated administrative or finance officer, Clerks take turns to provide support when possible.

Full/76.COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

76.1 Finance & Community Committee

a) Councillors received the minutes of the meeting of 1st September 2015.

Cllr Lloyd summarised the meeting, including a proposal for a SPC lottery. At item 46.1 Cllr Goldsmith had been delegated to contact traders in the High Street regarding CCTV. At item 52.2 regarding a potential Police station project, SPC are facilitating meetings by providing room space and had placed the building on the HDC Asset Register in the first instance.

Cllr Lloyd **proposed, seconded** by Cllr Goldsmith that subject to amendments, the minutes should be accepted. **Agreed**

b) Councillors received the Income & Expenditure report, Petty Cash report and payments list (total £31,366.23)for August 2015.

Cllr Lloyd **proposed, seconded** by Cllr G Sullivan that reports be accepted. **Agreed.**

The F&C Committee will ask Steyning Centre Committee to mind utility costs and will ask Chairs to monitor budgets for the remainder of the financial year.

76.2 Playing Fields Committee meeting –Councillors received the minutes of the meeting of 25th August 2015.

Cllr Lloyds **proposed, seconded** by Cllr Goldsmith that the minutes be accepted. **Agreed.**

76.3 Planning Committee – Councillors received the minutes of the meetings of 18th August and 1st September 2015. Cllr Muncey summarised the meeting including a report of enforcement action at a property on the Bostal Road. Representatives will meet with LGW Airport in September and have drafted questions regarding the impact upon Steyning. The Committee has been consulted on SDNPA Local Plan and meetings will extend to 45 minutes.

Cllr Muncey **proposed, seconded** by Cllr Lloyd that the minutes be accepted. **Agreed.**

76.4 Highways & Lighting Committee – Councillors received the minutes of the meeting of 18th August.

Cllr Muncey summarised the meeting and advised that the Committee were waiting for a start date regarding works in Mouse Lane.

Cllr Muncey **proposed, seconded** by Cllr G Sullivan that the minutes be accepted. **Agreed.**

Full/77.REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

77.1 Cllr Lloyd (HDC) – nothing to report due to August break.

77.2 Cllr Barling (WSSC) advised of a Steyning Fire Station open day Monday 14th August 6 – 9pm. Recruitment for retained and full time fire fighters is taking place. Restructuring of the Highways Department has been completed to align officers with districts. The Steyning area has a new Highways Steward – Andy Pledge, and Highways Manager - Chris Stark. Residents have a concern regarding parked cars blocking a small road in Steyning which will be addressed by Chris Stark. 30mph signs could be moved to the top of Newham Lane via a Traffic Regulation Order which is being investigated. Devolved works to Parish Councils could be a solution for Parish Councils to resolve their own issues locally, provided sufficient funds could be clawed back from the Balfour Beatty contract. 30mph signs at Clays Hill could be moved, but with costs attached, £12,000 for moving and £5,000 traffic management costs. The next Chanctonbury Local Committee meeting will take place 30th September 7.00pm at Henfield village hall. Cllr Barling thanked Cllr Muncey for all her work, getting the Mouse Lane project started. There are not sufficient resources to cut an overgrown bank in Newham Lane.

Full/78.REPORTS FROM OUTSIDE BODIES

78.1 Joint Parishes Burial Board – no meeting held.



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- 78.2** Following the resignation of Cllr Bowell from the SAYS Management Committee, Cllr Lloyd **proposed, seconded** by Cllr Hanson that Cllr Syred take up the position on the SAYS Management Committee. **Agreed.**
- 78.3** Councillors noted information regarding Horsham District Older Peoples Forum and considered a Parish Council representative.
Cllr Lloyd **proposed, seconded** by Cllr Syred that Cllr Toomey undertake the role. **Agreed.**

Full/79. ITEMS FOR PRESS RELEASE – none for this meeting

Full/80. INFORMATION – to report on any information items.

- 80.1** Councillors noted a leaflet delivered to households by Friends of Abbey Road Open Space.
- 80.2** Chairman’s Millennium Awards – the Clerk requested nominations for the Chairman’s Millennium Awards for 2015 and will circulate criteria for nomination to Councillors.
- 80.3** Councillors noted a WSCC Policy Team report Summer 2015.
- 80.4** Councillors noted an Environment Agency update regarding proposal to abolish River Adur Internal Drainage Districts. The Environment Agency continue to be responsible for main feeders to the River Adur.
- 80.5** Late item - SAYS report – circulated prior to the meeting.
- 80.6** Late item –Confirmation from WSCC regarding new Highways Manager, Chris Stark and Highways Steward, Andy Pledge, for the Steyning area.
- 80.7** Late item – update from V&T Group regarding High St Competition.

Full/81. CORRESPONDENCE – none for this meeting.

Full/82. MEETING DATES

- 82.1** Date of next Full Parish Council Meeting – Monday 12th October 2015.

The meeting closed at 20.59pm

Signed: Date: 12th October 2015
Chairman



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Action list Full Council 07.09.15

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