

**TO: ALL COUNCILLORS - YOU ARE HEREBY SUMMONED TO A MEETING OF  
THE FULL PARISH COUNCIL TO BE HELD ON  
MONDAY 10<sup>th</sup> August 2015 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 a right to film/record the 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 plugged into the main electrical power supply of the Steyning Centre must be PAT tested.*

**QUESTIONS FROM MEMBERS OF THE PUBLIC:**

**A G E N D A**

- 1. APOLOGIES FOR ABSENCE** – to receive and consider apologies for absence.
- 2. DECLARATIONS OF ABSENCE AND DISPENSATIONS** – to receive Councillors' declarations of interest on items on the agenda and agree dispensations.
- 3. MINUTES OF THE PREVIOUS MEETING** – to agree and sign the minutes of the meeting of 13<sup>th</sup> July 2015.
- 4. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meetings.
  - 4.1** (49.1 a) SAYS rebate due date.
  - 4.2** (49.1 e) SPC draft Business Plan circulated to HDC, WSCC and SDNPA for consultation.
  - 4.3** (50.1) Update regarding recordings of meetings to be placed on SPC website.
- 5. POLICE, NEIGHBOURHOOD WARDEN AND SAYS REPORTS**
  - 5.1** Neighbourhood Warden's Report
  - 5.2** SAYS report
  - 5.3** Police report
- 6. NEIGHBOURHOOD PLAN**
  - 6.1** To receive an update on progress.
  - 6.2** Consider and agree appointment of Steyning Parish Councillor to join the SWAB Steering Group, following resignation from the Steering Group of Cllr Toomey.

**7. 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.

**7.1 Finance & Community Committee** – to receive the minutes of the meeting of 4<sup>th</sup> August 2015.

**7.2 Playing Fields Committee meeting** – to receive the minutes of the meeting of 21<sup>st</sup> July 2015.

**7.3 Planning Committee**

a) To receive the minutes of the meetings of 21<sup>st</sup> July and 4<sup>th</sup> August 2015.

b) To consider and agree a Special Motion to amend Standing Orders:

*Ten Parish Councillors would like to propose a special motion to clarify and amend the Planning Committee Terms of Reference, which were agreed at the meeting of Full Council of 13<sup>th</sup> May 2015, to the amended version attached, as discussed at the Planning Meeting of 21<sup>st</sup> July 2015.*

*Also to suspend a section of Standing Order 5 J vii to allow the current Chair of Planning not to take up the position held open on the F&C Committee, to be reviewed, along with all the other Committee assignments, six months from when they were agreed by Full Council – 13<sup>th</sup> July 2015.*

**7.4 Steyning Centre Committee** – to receive the minutes of 28<sup>th</sup> July 2015.

**7.5 Highways & Lighting Committee**

a) To consider quotes and agree a contractor regarding drainage improvement works in Mouse Lane.

**8. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

**8.1** Cllr Lloyd (HDC)

**8.2** Cllr Willett (HDC)

**8.3** Cllr Barling (WSCC)

**9. REPORTS FROM OUTSIDE BODIES**

**9.1** Joint Parishes Burial Board – to receive an update.

**10. ITEMS FOR PRESS RELEASE**

**11. INFORMATION** – to report on any information items.

**11.1** Update on potential community project / use of Steyning Police Station.

**11.2** WSCC Care Act Newsletter

**11.3** SDNPA Workshops information.

**11.4** SDNPA Parish Council Representative results.

**11.5** SDNPA News circulated to Councillors prior to meeting.

**11.6** WSCC Families Plan 2015 – 2020

**11.7** Steyning & District Partnership Directors' Report.

**12. CORRESPONDENCE** – to note items of correspondence.

**12.1** To note an item of correspondence from a member of the public.

**13. MEETING DATES**

**13.1** Date of next Full Parish Council Meeting – Monday 7<sup>th</sup> September 2015.

**Rebecca Luckin**  
**Clerk to the Council**

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING**