

Steyning Parish Council



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

www.steyningpc.gov.uk
www.thesteyningcentre.co.uk

Telephone: 01903 812042

**TO: ALL COUNCILLORS - YOU ARE HEREBY SUMMONED TO A MEETING OF
THE FULL PARISH COUNCIL TO BE HELD ON
MONDAY 11th January 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 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 INTEREST AND DISPENSATIONS** – to receive declarations of interest and consider requests for dispensations.
 - 2.1** To receive Declarations of Interest.
 - 2.2** To consider and agree requests for dispensations from Cllrs Muggridge, Syred and Bowell regarding SAYS matters, following support from the HDC Monitoring Officer and recommendation from F&C Committee that Dispensations should be granted.
- 3. MINUTES OF THE PREVIOUS MEETING** – to agree and sign the minutes of the meeting of 7th December 2015.
- 4. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meetings.
 - 4.1** (FUL/15/116.2) Councillor profiles (examples provided).
- 5. NEIGHBOURHOOD WARDEN REPORT**
 - 5.1** Neighbourhood Warden's report.
- 6. NEIGHBOURHOOD PLAN**
 - 6.1** To receive an update on progress.
- 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** **Playing Fields Committee meeting** – No meeting held. Date of next meeting: 26th January 2016.



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
Email: steyningcentre@btconnect.com

- 7.2 Planning Committee** - to receive the minutes and recommendations of the meetings of 15th December 2015 and 5th January 2016.
- 7.3 Highways & Lighting Committee** – No meeting held. Date of next meeting: 19th January 2016.
- 7.4 Steyning Centre Committee** – to receive the minutes and recommendations of the meetings of 15th December 2015.
- 7.5 Finance & Community Committee** - to receive the minutes and recommendations of the meeting of 5th January 2016 including:
- a) Recommendation that a budget sum (£4,480) allocated to SWAB for the current financial year, should be transferred to SWAB. Full Council to consider and agree.
 - b) Recommendation that a joint Parish Council letter should be sent to HDC regarding the potential withdrawal of funding. Full Council to consider and agree.
 - c) Recommendation that SAYS should contract with Horsham Matters for the first year of the following three year contract to provide youth services, dependent upon SAYS confirming that they have sufficient resources. Full Council to consider and agree.
 - d) Recommendation that incorrectly rebated funds of £11,372.94 should be returned to SAYS immediately. Full Council to consider and agree.
 - e) Recommendation regarding Steyning Parish Council budget for 2016/17. Full Council to consider and agree.
 - f) Recommendation regarding precept request for 2016/17. Full Council to consider and agree.

8 COMMITTEE MEMBERSHIP

- 8.1** Following Full Council meeting of 13.07.15, Councillors to note that Committee Membership could be reconsidered.

9. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

- 9.1** Cllr Lloyd (HDC)
- 9.2** Cllr Willett (HDC)
- 9.3** Cllr Barling (WSSC)

10. REPORTS FROM OUTSIDE BODIES

- 10.1** Joint Parishes Burial Board
- 10.2** SAYS
- 10.3** HALC

11. ITEMS FOR PRESS RELEASE

12. INFORMATION – to report on any information items.

- 12.1** Invitation from SALC to opt out of NALC audit procurement process.
- 12.2** Notice from SALC regarding 3SC Devolution Bid briefing and networking event. The Hawth, 11th March 10 – 4pm. Two SPC Councillors to attend.
- 12.3** LGBC – Electoral Review of West Sussex draft recommendations. Consultations close 08.02.16.
- 12.4** Letter from Assistant Chief Constable regarding role of PCSO's.
- 12.5** SPC Annual Parish Council meeting, 07.03.16, Mr Tom Crowley, CEO of HDC, confirmed that he is able to speak at the meeting.

- 13. CORRESPONDENCE** – to note items of correspondence.
- 13.1** To note a letter from a member of the public.
- 13.2** To note a letter from a member of the public.
- 13.3** To note letters sent by the Chair to Managers of Lloyds and HSBC Bank branches in Steyning.
- 13.4** To note complaint received on 09.12.15 and confirm review panel.
- 13.5** To note complaint received on 15.12.15 and confirm review panel.

14 MEETING DATES

- 14.1** Date of next Full Parish Council Meeting – Monday 8th February 2016.

15. CONFIDENTIAL ITEM

- 15.1** Due to the nature of the discussion, involving an employee of the Parish Council, the Chairman will propose that the remainder of the meeting be held in confidence, under Standing Order 3 e).
- 15.1** To receive a recommendation from F&C Committee regarding a complaint made against a member of staff. Councillors to discuss and agree course of action.
- 15.2** To receive a recommendation from F&C regarding a complaint made by a member of staff. Councillors to discuss and agree course of action.

Rebecca Luckin
Clerk to the Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND MEETINGS OF THE PARISH COUNCIL



Parish Clerk: Rebecca Luckin
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
Email: steyningcentre@btconnect.com