

# Steyning Parish Council



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

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**TO: ALL COUNCILLORS - YOU ARE HEREBY SUMMONED TO A MEETING OF  
THE FULL PARISH COUNCIL TO BE HELD ON  
MONDAY 12<sup>th</sup> October 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:**

**To receive a written question**

## **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 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 7<sup>th</sup> September 2015.
- 4. MATTERS ARISING AND ACTIONS** – to confirm the matters arising and report actions from previous meetings.
  - 4.1** Responses to questions from previous meeting.
- 5. POLICE and NEIGHBOURHOOD WARDEN REPORTS**
  - 5.1** Neighbourhood Warden's report
  - 5.2** Police report
  - 5.3** Youth Worker report
- 6. NEIGHBOURHOOD PLAN**
  - 6.1** To receive an update on progress.
  - 6.2** To receive the SWAB documents, prior to general circulation.
  - 6.3** To discuss and agree a succession plan for Steering Group member.
- 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.



Parish Clerk: Rebecca Luckin  
Deputy Clerk: Hazel Roxby

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- 7.1 Finance & Community Committee** - to receive the minutes of the meeting of 6<sup>th</sup> October 2015.
- 7.2 Playing Fields Committee meeting** – no meeting held in September 2015.
- 7.3 Planning Committee** - to receive the minutes of the meetings of 15<sup>th</sup> September 6<sup>th</sup> October 2015.
- 7.4 Highways & Lighting Committee** – meeting postponed until 13<sup>th</sup> October 2015.
- 7.5 Steyning Centre Committee** – to receive the minutes of the meeting of 15<sup>th</sup> September 2015.
- 7.6 Working Practices Working Party recommendations**
- a) To consider and agree a SPC Equality Policy Statement
  - b) To consider and agree a SPC Community Engagement Policy
  - c) To consider and agree a SPC Business Continuity Plan
  - d) To consider and agree a SPC Emergency Plan
  - e) Following the meeting of 15<sup>th</sup> June 2015, and consultation of WSCC, SDNPA and HDC, to consider and agree SPC Business Plan.
- 8. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
- 8.1** Cllr Lloyd (HDC)
  - 8.2** Cllr Willett (HDC)
  - 8.3** Cllr Barling (WSCC)
- 9. REFUGEE SITUATION IN EUROPE**
- 9.1** Discussion with reference to Central Government response to refugee situation.
  - 9.2** Talk on refugee crisis at Steyning Parish Church on Wednesday 14<sup>th</sup> October at 7.30pm.
- 10. REPORTS FROM OUTSIDE BODIES**
- 10.1** Joint Parishes Burial Board – to receive an update.
  - 10.2** SAYS
  - 10.3** HALC
- 11. ITEMS FOR PRESS RELEASE**
- 12. INFORMATION** – to report on any information items.
- 12.1** HDC Piazza Italia event March 2016.
  - 12.2** WSCC Policy Team update (circulated to Cllr 28.09.15).
  - 12.3** Update on Police Station.
- 13. CORRESPONDENCE** – to note items of correspondence.
- Email from Salc for meeting with Sussex Chief Constable in November
- 14. MEETING DATES**
- 14.1** Date of next Full Parish Council Meeting – Monday 9<sup>th</sup> November 2015.
- 15. CONFIDENTIAL**
- 15.1** Councillors to consider and agree nominations for Chairman’s Millennium Award, following recommendation by F&C Committee.

Since members of the public will be discussed, under Standing Orders 3 e) the Chairman will propose that the remainder of the meeting be held in confidence.

- 15.2** Councillors to receive an update regarding legal action against Steyning Parish Council & the Information Commissioner's Office, by a member of the public.  
Under Standing Orders 3 e) the Chairman will propose that this discussion be held in confidence.

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

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



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