

Steyping Parish Council



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THE FULL PARISH COUNCIL MEETING MONDAY 9th November 2015 AT 7.30 PM IN THE STEYPING CENTRE

Present: Cllrs Lloyd, Ness-Collins, Willett, Muncey, Muggridge, Toomey, Trundle, S Sullivan, G Sullivan, Goldsmith, Northam, Syred and Hanson.

In attendance: Cllr David Barling (WSCC)

Members of the public: 16, including Neighbourhood Wardens

Clerk: Rebecca Luckin

QUESTIONS FROM MEMBERS OF THE PUBLIC:

- Q – Regarding Playing Fields minutes of 20th October, item 44.5 regarding bamboo growth in MPF and an agreement to remove. The bamboo appears to have come underneath the fence from the property and should be removed at the cost of the property owner. Can I ask that it is not approved by Full Council and referred back to Playing Fields?

A – I have visited the householder. The bamboo was planted at a time when there were problems on the MPF. She is happy to remove it from her garden, but we need to remove from our side. It will be discussed on the agenda.
- Q – Regarding Playing Fields minutes, item 44.4 regarding Bowls Club CCTV, why is £500 of public money being spent on a camera when it is the property of the Bowls Club? A grant could have been considered, but surely the application should have gone to F&C?

A – We've had further discussions and found that it is their responsibility, recommendation will not be made at tonight's meeting. SPC agreed to put a camera in there because the Bowling Club provided the power supply for other CCTV cameras on the MPF.

Written question:

The Clerk had received a written question regarding the SWAB decision to keep development sites confidential for the time being. Cllr Bowell was not present to provide an answer.

The meeting was convened at 7.40pm



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DRAFT MINUTES

Full/15/96. APOLOGIES FOR ABSENCE – apologies were received and accepted from Cllr Picking and Cllr Bowell due to illness and from Cllr Barling due to arrive late.

Full/15/97. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Syred declared an interest in SAYS matters, since she had taken on the role of Chair of the Management Committee at a recent meeting.

Cllr Muggridge declared an interest in SAYS matters as a member of the Management Committee.

Cllr S Sullivan declared an interest as a member of the Steyning Community Orchard Group.

Full/15/98. MINUTES OF THE PREVIOUS MEETING

Cllr Lloyd **proposed, seconded** by Cllr Northam that, subject to Cllr Toomey's HALC notes being held in the office, rather than attached (item 90.03), the minutes of the meeting of 12th October 2015 be agreed as a correct record of the meeting and duly signed by the Chair. **Agreed.**

Full/15/99. MATTERS ARISING AND ACTIONS – none for this meeting.

Full/15/100. POLICE, NEIGHBOURHOOD WARDEN and YOUTH WORKER REPORTS

- 100.1** Neighbourhood Warden's Report, circulated prior to the meeting and placed on SPC website. Councillors noted recent incidents and reports of cannabis being smoked in Fletchers Croft car park play area. Information has been passed to the Police. Operation Magpie has been launched by Sussex Police, to target burglary from homes and provide security advice. Cllr Muncey highlighted the theft of York paving from St Mary's in Bramber and noted that members of the public should be aware and safeguard access to their properties.
- 100.2** Police updates – Councillors noted an email from Chief Inspector Hodges regarding the implementation of a Resolution Centre.
- 100.3** Youth Worker report – circulated prior to the meeting. Cllr Syred summarised the report to Councillors including reference to a new Youth Café in Upper Beeding. Approximately 305 young people had completed the youth survey and they will be encouraged to form a Youth Voice group. Volunteer recruitment is ongoing. Staff training has been undertaken and sexual health advice and contraception made available to young people. New Youth Club members have joined during the new school term. Many trips have been organised and enjoyed by Youth Club members at a cost of approximately £30 per participant, with additional sponsorship by local organisations and business. Profits from the Youth Club Tuck Shop have provided financial support for activities and trips. A mobile skatepark has been purchased and a towing vehicle is needed. The National Citizens Service has offered advice on life skills for young people. Youth outreach work has been undertaken as well as mentoring on a one to one basis.

Full/15/101. NEIGHBOURHOOD PLAN

- 101.1** Cllr Muggridge provided an update on progress of the Neighbourhood Plan; Housing Focus Group members continue their work assessing 23 potential development sites, against assessment criteria, prior to results being considered by the Steering Group. There are 11 potential sites in Steyning, 5 in Wiston, 3 in Ashurst and 4 in Bramber. SDNPA has provided a brief time period in which NP groups can submit sites for their consideration and comments. HDC has appointed a new NDP Officer, Maggie Williams. Her advice will be sought regarding alignment to the HDC Local Plan. The SWAB Planning Consultant agree that it would be prudent to delay consulting publicly about potential development sites until SWAB feel fully informed about all of them, and believe that recommended sites have a reasonable prospect of passing local and NPPF requirements. Steering group members will commence confirming site assessments and an initial selection of recommended sites for the plan in mid-November. The 18 potential Designated Green Spaces proposed by the Environment FG have been reviewed by rCOH. HDC has advised SWAB to be realistic

regarding the number new green spaces proposed and to involve landowners; it seems many NPs have named too many, including tiny patches of grass, only to be criticized later by the Examiner. The Steering Group has agreed to hold a public consultation on recommended development sites and designated green spaces, ahead of the formal six-week Pre-Sub consultation process, planned for mid-January. The event will allow residents to review each site and understand how each one may contribute to satisfying local needs, then express a view whether its supported or not, as well as provide any constructive comments for SWAB to consider. The Pre-Sub six weeks of public consultation period will commence a few weeks later, allowing further comments and input from residents. SWAB currently expect the referendum on the finalised Neighbourhood Plan to be in late Spring / early summer 2016. Next steps include: Agreeing future new housing target numbers for each parish and overall from the various evidence data sources available. Seeking additional information from landowners of the recommended key development sites, including confirming its continued availability. Recommend selected potential development sites for SWAB Pre-submission Plan

Full/15/102. COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS

102.1 Finance & Community Committee – Councillors received the minutes of the meeting of 3rd November 2015. The Chairman of the Committee summarised the meeting. A signage replacement issue is being discussed with WSCC. A grant of £1,000 was made to Steyning Business Chamber for Christmas lighting. Youth provision for the next three years will be discussed at a working party meeting. Budgets are proving challenging, but the F&C Committee hope to arrive at a 0% increase. Discussions on a Steyning lottery have been deferred. Cllr Lloyd **proposed, seconded** by Cllr Northam that the minutes be accepted. **Agreed.**

Cllr Barling arrived at 8.20pm

102.2 Playing Fields Committee meeting – Councillors received the minutes of the meeting held in 20th October 2015. The Chairman of the Committee summarised the meeting. Chippings have been placed on the MPF, but not at the request of SPC. Repairs to children's play equipment will be undertaken, following recommendations by the annual inspector. Recommendations regarding bamboo and CCTV cameras on the MPF will be referred back to next meeting, following further investigation. Allotment proposals will be discussed at the next Playing Fields meeting, although grant funds will be required. Cllr Northam **proposed, seconded** by Cllr Goldsmith that the minutes be accepted. **Agreed**, subject to item 44.5 being a recommendation to Full Council, the discussion will go back to next Playing Fields meeting.

Cllr Toomey expressed concern and made comment regarding the use of MPF, Village Green status and his disappointment that the skate park project was not progressed. Councillors requested follow up on the issue of the Fletcher's Croft path.

102.3 Planning Committee – Councillors received the minutes of the meetings of 20th October and 3rd November 2015. The Chairman of the Committee summarised the meetings and drew Councillors attention to an earth bund on the Bostal Road. Article Four Directions have been drafted and will make a request to the Conservation Officer at HDC. Tennis Club proposals continue to be discussed. Cllr Muncey **proposed, seconded** by Cllr Trundle that the minutes of 20th October be accepted. **Agreed.** Cllr Muncey **proposed, seconded** by Cllr Ness-Collins that the minutes of 3rd November be accepted. **Agreed.**

102.4 Highways & Lighting Committee – Councillors received the minutes of the meeting of 13th October 2015. The Chairman of the Committee summarised the meeting and reported that works at Mouse Lane were now completed and appear effective following recent rain. A bid for National Lottery funding will be sought

regarding improvements to High St toilets. Dog fouling remains a concern.

Cllr Muncey **proposed, seconded** by Cllr G Sullivan that the minutes be accepted, subject to the correction of a typo. **Agreed.**

- 102.5 Steyning Centre Committee** – Councillors received the minutes of the meeting of 27th October 2015. The Chairman of the Committee summarised the meeting and noted a slight increase in salaries for 16/17 due to an increase in the National Minimum Living Wage as of 1st April 2015. Clerk's chairs will be replaced and fencing around the pre-school play area has been recommended for agreement. Ongoing maintenance of the Steyning Centre is an issue. Cllr Willett **proposed, seconded** by Cllr Northam that the minutes be accepted. **Agreed.**

Full/15/103. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

- 103.1** Cllr Lloyd (HDC) reported that six local policing areas are to be consolidated and reduced to three. Horsham District will join with Adur & Worthing under Chief Inspector Howard Hodges and the priority will be to deliver an effective and affordable Policing service, focusing on key issues and prioritising Police time, wherever threat, harm and risk are greatest. A Resolution Centre has been implemented to manage the effective use of Officers' time. The possibility of expanding the Neighbourhood Warden service in the district has been discussed at conference. HDC Planning Department has recruited new members of staff and the consequences of not adopting a NDP can be explained to any Councils who are not sure of the benefits of drafting a Neighbourhood Plan.
- 103.2** Cllr Willett (HDC) reported that the HDC Plan will be discussed on 19.11.15 with concerns expressed by Councillors representing north Horsham. Planning Conditions are often not enforced. He expressed concern that charging may be pushed upon rural car parks in future.
- 103.3** Cllr Barling (WSCC) reported that Operation Watershed funds had been well spent in Mouse Lane, flooding problems appear to have been resolved. The Dog Lane gully is cleared and running freely. Regarding the Police Station and Police presence in Steyning, Cllr Barling is 'on the case' and working with officers. WSCC has set their capital budget over a five year period, with a planned spend of £676m over the next five years on capital projects, in anticipation of 57,000 new houses in the County and new infrastructure that will be required. The WSCC revenue budget is shrinking, which filters down to local government. WSCC are losing all of their grants and by 2019/20 and the core revenue budget will be reduced by £124m. Departments have been restructured and services redesigned, front line services cannot be protected and devolved works will need to be picked up by local councils who are not subject to precept capping. Cllr Barling urged SPC to 'grasp the nettle' since funds would not be available from WSCC in future. Cllr Barling urged SPC to consider the matter and increase the precept accordingly. Bramber, Ashurst and Upper Beeding are prepared to cluster and discuss the possibility of taking on devolved works. WSCC Senior Highways Operations Manager, Chris Stark has visited Steyning to discuss local matters. Cllr Barling will provide figures in order that the option of devolved works can be considered.

Following a question regarding speed restriction signage on the Bramber Roundabout, Cllr Barling will ask for Chris Stark to attend a Parish Council meeting and explain the constraints to signage.

Cllr Lloyd thanked Cllr Barling for his assistance in obtaining Operation Watershed funds and thanked Cllr Muncey for all her hard work overseeing the Mouse Lane project.

Full/15/104. REPORTS FROM OUTSIDE BODIES

- 104.1** Joint Parishes Burial Board – no meeting held.
- 104.2** SAYS – In the absence of Cllr Bowell, the Clerk confirmed that a Trustees meeting had taken place on 28th October 2015. Charity training course recommendations had been noted, particularly confirmation that



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grant funding made to a Charity cannot be returned to the granting body. The Treasurer gave formal advice that it would be improper for Parish Councils not to return funds previously rebated to Parish Councils. It was agreed that the Treasurer would issue invoices for the rebated funds, but that no further calls would be made upon the parishes during the 15/16 financial year. The tendering process is progressing, with invites to tender for the next three year period, due to be issued shortly after the meeting.

Date of the next meeting – 18th November 2015.

Cllr Syred summarised the SAYS Management Committee meeting of 4th November and noted that there will be greater separation between Trustees and the Management committee.

A Parish Council Working Party meeting will take place on 18th November to discuss and make recommendation regarding Steyning Parish Council's commitment to going forward with Youth Provision for the next three years. To be discussed and agreed by F&C in December.

104.3 HALC – the Clerk reported to Councillors on the HALC Conference of 31st October 2015. Speakers had included David Sheldon (Horsham Matters), Lisa Boydell (Community Development and Engagement Officer HDC), Jerry Taylor (HR Services consultant), Nick Handley (West Sussex Mediation Service), Ian Davison (SALC Solicitor), Greg Charman (Community Safety Manager HDC) and Maggie Williams (Neighbourhood Plan Officer HDC). Advice was provided in presentation and workshop format, with plenty of useful information being provided in a short space of time.

Full/15/104.4 Late item – LAT Report – Cllr Ness-Collins advised that a recent meeting covered anti-social behaviour and scams, an entry will be made in Your Steyning and in the Health Centre publication. Dog fouling and drugs issues were discussed. Date of the next meeting January 2016.

Full/15/105. ITEMS FOR PRESS RELEASE – none for this meeting.

Full/15/106. INFORMATION – report on any information items.

106.1 NHS Coastal West Sussex Clinical Commissioning Group survey closing date 30th November.

106.2 Assets of Community Value – CAMRA (Arun & Adur Branch) had applied to have the Norfolk Arms and Chequers Inn added to the Register of Assets held by HDC.

106.3 WSCC & SDNPA update regarding the West Sussex Minerals Local Plan – draft Joint Minerals Local Plan public consultation to take place early 2016.

106.4 SDNPA Highlights Newsletter circulated to Councillors prior to the meeting.

106.5 SALC November newsletter circulated to Councillors prior to the meeting.

106.6 Mr Ian Ivatt had provided Steyning Parish Council with the gift of a painting by his late wife, and local artist, Jackie Binns. To be hung in Coombe Court. The Clerk will write a letter of thanks to Mr Ivatt.

Full/15/107. CORRESPONDENCE – none for this meeting.

Full/15/108. MEETING DATES

108.1 Date of next Full Parish Council Meeting – Monday 7th December 2015.

The meeting closed at 21.32pm

Signed Date: 7th December 2015.
Chairman



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Action List Full Council 09.11.15

102.2 Clerk: follow up Fletcher's Croft path issue with HDC, Stuart Slater – Contacted 11.11.15

103.3 Cllr Barling will provide figures in order that the option of devolved works can be considered.
Requested 11.11.15.

106.6 The Clerk will write a letter of thanks to Mr Ivatt. Sent 11.11.15



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