

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

MEETING OF THE FULL PARISH COUNCIL COMMITTEE HELD ON MONDAY 8th AUGUST 2016 AT 7.30 PM IN THE STEYNING CENTRE

Present : Cllrs. Northam, Syred, Lloyd, Willett, Muncey, Muggridge, G. Sullivan, S.Sullivan, Toomey, R.Goldsmith, Picking
Clare McKnight, Police - item 7. Cllr Barling - item
Clerk : Carol Stephenson

Members of the public : 7

MINUTES

FULL/16/84	APOLOGIES FOR ABSENCE	ACTION
84.1	Apologies received from Cllrs. Toomey, Hanson, Trundle	
FULL/16/85	DECLARATIONS OF INTEREST AND DISPENSATIONS	
85.1	Cllr. Syred, Bowell - SAYS Cllr. S. Sullivan possible personal interest item 21.1, adj MPF, member of SCO Cllr G. Sullivan possible personal interest item 21.1, adj MPF Cllr Goldsmith possible personal interest item 21.1 Clerk advised item 21.1. not ready for consideration at this meeting and requested this be deferred to a later meeting. Agreed. Cllr. Northam proposed item 7 be brought forward. Cllr Syred seconded. Agreed	
FULL/16/86	QUESTIONS FROM THE FLOOR	
86.1	Mr Cree asked why some councillors were not responding to outstanding questions asked by members of the public and have the SAYS minutes been forwarded to all SPC councillors. Mr Cree stated that Cllr Syred had only answered in part to his letter. Cllr Syred said she would check if SAYS trustees minutes have been received and circulate to all Cllrs. Cllr Northam thanked Mr Cree for feedback and again apologised for any delay. Mr Cree then asked if there will be a SWAB public event during consultation period. Cllr	



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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

Northam said yes. Cllr Goldsmith asked if the paper from Wiston Estate on Banyards Lane can be shared. Cllr Northam advised not at present - see SWAB update.

86.2

A number of written questions have been received from Mr Campbell relating to SWAB matters. In summary the responses are - SWAB have their own Terms of Reference specifying the holding of meetings; there is a willingness to move the plan on being mindful of the time, restraints for its submission and wishing to ensure we comply with the specific requirements for the production of the NP so as not to leave the Council open to challenge and/or judicial review; the minutes of the meeting held on 23.6.16 (which was quorate) will be uploaded once agreed at the next meeting due September; it is possible to withhold information intended for future publication; may exclude public access from these meetings; NP does allow for consideration of community facilities provided there is evidence to support such need, similarly for gypsy/traveller requirement and there is no such evidence in either case. The Plan cover 2016 - 2031 to be reviewed after 5 years. Site 17 is in the plan at present but may at some future date be removed if appropriate at the time.

FULL/16/87 MINUTES OF PREVIOUS MEETINGS – Councillors to agree the minutes of the previous meetings of Full Council held on :

- 87.1 13.6.16 - Cllr Northam **proposed**, Cllr Syred **seconded. Agreed** with 1 abstention
20.6.16 - Cllr Northam **proposed** and Cllr Bowell **seconded Agreed** with 4 abstentions
11.7.16 - Cllr Northam **proposed** and Cllr Willett **seconded. Agreed** with 3 abstentions
21.7.16 - Cllr Northam **proposed** and Cllr Syred **seconded. Agreed** with 4 abstentions

FULL/16/88 MATTERS ARISING AND ACTIONS

- 88.1 FULL/16/ 59.1 - noted
88.2 FULL/16/62.1 - noted
88.3 FULL/16/64.1 - noted
88.4 Dates being canvassed for September for Working Practices Group

FULL/16/89 REVIEW AND CONFIRM COMMITTEE MEMBERSHIP

- 89.1 Current vacancies on Playing Field, Highways and Lighting and Steyning Centre committees. Decision in 2015 that all councillors would serve on two committees. Await replies from Cllrs G & S. Sullivan if they wish to sit on any of these as their second committee by 22.8.16. Cllr Bowell **proposed** and Cllr Muggridge **seconded Agreed**. Cllrs Lloyd and Bowell have offered to serve on 3 committees each if necessary. Otherwise

GS/SS

the Council may need to review of all committees and their Terms of Reference to ensure all council business can be conducted and that adequate resources are available.

- FULL/16/90 90.1 POLICE presentation**
Clare McKnight advised Steyning is part of a new hub encompassing Horsham, Adur, Worthing area with 30 PCSO's (only 21 in post at present) with 9 of these allocated for the Horsham district (based in Horsham) working closely with Neighbourhood Wardens and of 3 School Liaison Officers. Would welcome the Council's view on a possible location for a local Police presence to inform discussions regarding closure of Steyning Police Station. Clerk to add to next agenda. **Clerk**
- FULL/16/91 91.1 SAYS**
Latest report is available on the website. Cllr Syred to ask Bramber for list of Capital purchases, an outstanding request by Cllr G Sullivan **MS**
- FULL/16/92 92.1 HAM FARM QUARRY PROPOSAL**
Cllrs had received relevant paper prior to the meeting. Clerk to upload to website. Cllr Syred **proposed** that SPC send the additional submission as circulated to WSCC for inclusion in their considerations. Cllr Muncey **seconded. Agreed.** **Clerk**
- Cllr Barling, advised that a small working party of WSCC Councillors had been appointed to examine the mineral plan and make recommendations by the end of September by the latest. David Barling advised that he would be submitting a report to them. He advised that the covenant, which exists, was proving pertinent to the proposed Ham Farm site.
- FULL/16/ 93 93.1 NEIGHBOURHOOD WARDENS REPORT**
Wardens sent their apologies for late circulation of their report and not being able to attend this meeting but are happy to take any questions from councillors. Please forward on if any. **ALL**
- FULL/16/94 NEIGHBOURHOOD PLAN**
Cllr Northam gave update – held Housing Focus Group workshop on 25.8.16. Document now submitted to Consultants. Hope to have pre submission document by end August.
- FULL/16/95 95.1 COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS**
Playing Fields Committee 26.7.16 – Cllr Muncey to forward comments re proposed fence at Rublees to Clerk. Cllr Lloyd expressed concern re permissions granted to allow parking and consideration of sale of alcohol on MPF. Clerk seeking legal advice. On agenda for EOM Playing Field Cttee 15.8.16. Cllr **proposed** and Cllr **Bowell seconded** the minutes for 26.7.16 be deferred until outcome of EOM meeting. **Agreed.** Cllr **GM**
Clerk

Bowell also reminded of earlier decision not to allow additional trees on MPF, Clerk to check previous minutes and also those re goal post and to add to next Playing Fields Committee agenda. Cllr Lloyd confirmed EOM will only be considering urgent items. Clerk to liaise with Chair and Vice Chair re agenda items for 15.8.16.

Clerk

Clerk/
TL/RG

- 95.2 Planning Committee 19.7.16 and 2.8.16 – Cllr Muggridge **proposed** and Cllr Willett **seconded** that both minutes be agreed. **Agreed**
- 95.3 Highways and Lighting Committee 19.7.16 - Cllr Muncey **proposed** and Cllr Howell **seconded** that the minutes be agreed. **Agreed**
- 95.4 Steyning Centre – none for this meeting
- 95.5 Finance and Community Committees on 7.6.16 – Cllr Syred **proposed** and Cllr Lloyd **seconded** the minutes be agreed. **Agreed**
- 5.7.16 - Cllr Syred **proposed** and Cllr Northam **seconded** that the minutes be agreed. **Agreed**
- 2.8.16 – Cllr Syred **proposed** and Cllr Willett **seconded** that the minutes be agreed. **Agreed**

FULL/16/96 CONSULTATION PROCEDURES

- 96.1 Cllr Goldsmith **proposed** the following :
- “That the Working Practices Group be instructed to consider the lessons to be drawn from the fact that eight consultation emails over a period of many months concerning the Ham Farm Sand Extraction site were overlooked and so SPC missed the opportunity to be involved at an early stage and to make representations as the process developed. The WPG to report back to Full Council with recommendations and reasons at the next full council meeting”. Cllr S. Sullivan **seconded. Not supported.** A recorded vote was requested – Cllrs. G. Sullivan, S. Sullivan and R Goldsmith voted in favour, Cllr Muncey abstained , all others voted against. Instead, Cllr Muncey **proposed** that the Working Practices Group be asked to look at best practice for circulation of emails and documentation. Cllr Howell **seconded. Agreed**

Due to the time, it was felt that all others items should be deferred to the next meeting. Cllr Northam **proposed** and Cllr Willett **seconded** that items 14 – 21 be deferred to the next meeting. **Agreed**

The meeting closed at 10pm

Signed Dated 12th September 2016



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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