

**TO: ALL MEMBERS OF THE PLAYING FIELDS COMMITTEE  
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO  
BE HELD ON TUESDAY 22<sup>nd</sup> MAY 2012 7.30 AT THE STEYNING CENTRE**

**A G E N D A**

- 1. ELECTION OF CHAIR AND VICE CHAIR**
- 2. APOLOGIES** – to receive apologies and reasons for absence
- 3. DECLARATIONS** – to receive Councillors declarations of interest in items on the agenda
- 4. MINUTES** – to sign the minutes of the meetings held on 20<sup>th</sup> March 2012.
- 5. MATTERS ARISING AND ACTIONS** – to confirm the matters and report actions brought forward from the last meeting. (Please refer to Actions from last meeting).
- 6. QUESTIONS FROM THE FLOOR** – to receive questions from members of the public
- 7. MEMORIAL PLAYING FIELD** – to receive any matters relating to the field.
  - to discuss and agree maintenance work to two trees in MPF
  - to discuss funding applications for play equipment for under 8's and outdoor exercise equipment for MPF
  - to discuss planting of an oak tree for the Jubilee
  - to discuss the placing of memorial plaques in the War Memorial Garden.
  - to agree use of MPF and changing rooms for Round Hill Romp
- 8. ALLOTMENT REPORT** – to discuss issues relating to Allotments
- 9. FINANCIAL REPORT** – to receive details of receipts and payments for April 2012.
- 10. OPEN SPACE MONITORING** – to receive updates on maintenance of open spaces and other matters relating to open spaces.
  - to discuss and agree removal of overgrowth in Abbey Road adjacent to Church Mead
- 11. COMMUNITY INFRASTRUCTURE LEVY**
  - to agree any items for the Community Development contribution

12. **CORRESPONDENCE** – to receive and discuss incoming correspondence (see below)
13. **CONFIDENTIAL - Due to the nature of the business the Chairman will propose that the next item be taken under Standing Order 1(d) and that the press and public be excluded.**
  - Rear access to Allotments
14. **DATE OF NEXT MEETING: Tuesday 26<sup>th</sup> June 2012 at 7.30pm.**

Sue Booth - Clerk to the Council

**Please Note:** The public have a right and are welcome to attend this and any of the Parish Council committee meetings.

The public do not have a right to speak at meetings but Steyning Parish Council allocates a short time on each Agenda for public participation ("Questions from the floor"), and the Chairman will invite questions or comment on Agenda items at this point only in the meeting.

## **CORRESPONDENCE**