

Steyning Parish Council



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MEETING OF FULL PARISH COUNCIL HELD ON MONDAY 12TH SEPTEMBER 2016 AT 7.30PM IN THE STEYNING CENTRE

Present : Cllrs Northam, Syred, Bowell, Lloyd, Willett, Toomey, Hanson, Picking, Muncey, G. Sullivan, S. Sullivan, Goldsmith

Clerk : Carol Stephenson

Members of the Public : 8 and Cllr Barling (part)

Meeting commenced 7.30pm

MINUTES

FULL/16/97	APOLOGIES	ACTION
97.1	Cllrs Muggridge, Trundle	
FULL/16/98	DECLARATIONS OF INTEREST AND DISPENSATIONS	
98.1	Cllrs Goldsmith, G. Sullivan, S. Sullivan – item 20 possible personal Cllrs. Syred, Bowell – SAYS	
FULL/16/99	QUESTIONS FROM THE FLOOR	
99.1	Mr Kelly asked if Council should make residents aware of the apparent conduct difficulties being experienced during committees. Cllr Northam said he was unable to comment. Mr Cree said he had recently attended an Upper Beeding SWAB Steering Group meeting but that the public are unable to attend the Steyning equivalent nor the Housing Focus Group meetings. He also advised that the two consultants working with Upper Beeding on their neighbourhood plan have been released. Should Steyning residents not be able to be more involved in the Steyning neighbourhood plan than they are and are there any moves to release the same consultants from working on the Steyning neighbourhood plan ? Cllr Northam confirmed that work is ongoing within the agreed processes and that there are no plans to stop working with the same consultants. A resident asked if the Clays Field planning proposal is now closed and what is happening with the cement works site ? Advised that Bramber PC have sent objections to HDC re Clays Field application	



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	<p>which SPC fully support. Cllr Barling advised cement works site is in national park and is privately owned so it is for the owners of the site to identify potential options for the site and that this is ongoing.</p> <p>Mr Cree asked if cllrs who are married or in business relationships etc are unable to serve on same committee, should this not also apply to cllrs with close Political relationships too.</p> <p>Cllrs Bowell and Lloyd confirmed SPC is not Political and that all cllrs act independently as they have always done and will continue to do so.</p>	ACTION
FULL/16/100 100.1	<p>MINUTES OF PREVIOUS MEETING – 8.8.16</p> <p>Subject to draft minutes being amended item 14.1 - to read views on a possible “location” in Steyning not “presence”, Cllr Northam proposed and Cllr Bowell seconded minutes be agreed as a true record of that meeting. Agreed</p>	Clerk
FULL/16/101 101.1	<p>MATTERS ARISING AND ACTIONS</p> <p>91.1 – previously circulated</p> <p>95.1 – Clerk advised ongoing within Playing Field Cttee remit.</p>	
FULL/16/102 102.1	<p>REPORTS FROM DISTRICT AND COUNTY COUNCILLORS</p> <p>Cllrs Lloyd and Willett advised no updates due to summer recess.</p> <p>Cllr Barling advised – seeking 30 mph speed limit TRO bottom of Clays Hill; to reduce speed limit from 40 to 30mph Shoreham Road – await outcome later this year; will look at TRO Newham Lane next year. Whilst SPC re not eligible for CiL grant from WSCC community associations are and to contact Cllr Barling if any potential scheme. Current applications awaiting outcome – Downland hut, Tennis Club, Allotments. Cllr Baring to join meeting 30.9.16 re possible car park charges. WSCC working party currently looking at all proposals in draft joint minerals plan inc Quarry site in Steyning. Decision rests with WSCC Highways Cttee, anticipated later this year.</p>	
FULL/16/103 103.1	<p>REVIEW AND CONFIRM COMMITTEE MEMBERSHIP</p> <p>Cllr Toomey proposed and Cllr Northam seconded that Cllr S. Sullivan be appointed to Steyning Centre Cttee. Agreed, 2 abstentions. Cllr Muncey proposed and Cllr Syred seconded that Cllr G. Sullivan be appointed to Highways and Lighting Cttee. Agreed, 2 abstentions. Cllr Bowell proposed and Cllr Syred seconded that Cllrs Picking’s request to move from Steyning Centre Cttee to Highways and Lighting Cttee be agreed. Agreed, 3 against, 1 abstention. This now leaves 1 vacancy on both the Steyning Centre Cttee and Playing Field Cttee to be taken by new Cllr when appointed. Clerk to update list of cttee membership accordingly and circulate to all members. Working Practices Group be asked to look at councillors on committees.</p>	Clerk
FULL/16/104	<p>SAYS PRESENTATION</p> <p>Emma was thanked and congratulated on her presentation and the hard work of her and her team with youth in Steyning.</p>	

		ACTION
104.1	Cllr Syred has asked for further information including the potential contribution required from SPC to retain this service beyond end Mar 2017, will advise when information is received.	MS
FULL/16/105 105.1	JOINT PARISH BURIAL BOARD Cllr Howell updated on purchase of land, setting up of new Joint Parish Cemetery Cttee etc. Cllr Howell proposed and Cllr Willett seconded that the Chairman of the Council and Clerk sign the Heads of Agreement documentation on behalf of SPC to proceed with this proposal. Agreed	SN/Clerk
FULL/16/106	NEIGHBOURHOOD WARDENS REPORT Both Wardens sent their apologies for not being able to attend this meeting. Cllrs are asked to contact Wardens if any questions	ALL
FULL/16/107	NEIGHBOURHOOD PLAN UPDATE Cllr Northam provided update, project has slipped. Still 6 months away from a referendum. Volunteers required. Cllr Willett sought assurances this would be concluded asap to inform other local plans/strategies etc. Cllr Northam said he believes the plan is still within existing budget and of potential for additional grants from other sources.	
FULL/16/108 108.1	COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS Playing Fields EOM held on 15.8.16 – Cllr Northam proposed and Cllr Lloyd seconded that the minutes be agreed as a true record of the meeting. Agreed. Cllr Lloyd advised working party putting together some final costs for Rublees fencing proposal noted.	
108.2	Planning Committee meetings held on 16.8.16 and 6.9.16 16.8.16 - Cllr Northam proposed and Cllr Hanson seconded that the minutes be agreed as a true record of the meeting. Agreed. 6.9.16 – Cllr Northam proposed and Cllr Syred seconded that the minutes be agreed as a true record of the meeting. Agreed.	
108.3	Highways and Lighting Committee meeting held on 23.8.16 – Cllr Muncey proposed and Cllr Howell seconded that, with the exception of not placing the street cleaning/litter contract out to tender at this point in time to allow further discussions to take place, the minutes be agreed as a true record of the meeting. Agreed. Cllr Muncey advised that HDC have agreed to cover any gap/shortfall due to the delay in the tendering process.	
108.4	Steyning Centre Committee meeting held on 16.8.16 – Cllr Willett proposed and Cllr Northam seconded that the minutes be agreed as a true record of the meeting. Agreed. Cllr Northam to write to Roger Toms expressing thanks for his help and advice with regards to identifying future maintenance issues affecting the Steyning Centre. Potential costs inc replacement folding doors £5-10k, bi-annual cleaning Coombe Ct floor £3.5k, replacement blinds £350. Cllr Hanson expressed her thanks to organisers of Film Night which was a great success.	SN
108.5	Finance and Community Committee meeting held on 6.9.16 – Cllr Syred proposed and Cllr Howell seconded that the minutes be agreed as a true record of the meeting. Agreed.	

FULL/16/109 109.1	ELECTION OF PARISH COUNCILLOR Cllr Northam proposed and Cllr Bowell seconded that the Clerk confirm with HDC that Poll cards be issued in respect of forthcoming election. Agreed.	ACTION Clerk
FULL/16/110 110.1	POLICE PRESENCE IN STEYNING Cllrs believe there is still a requirement for a public facing presence in the town, Steyning, even if this were to be for a limited period each week. Willing to discuss possible location in the town. Cllr Northam proposed and Cllr Syred seconded that the Clerk write to Clare McKnight accordingly and copy in Cllr Barling. Cllr Barling left at this point	Clerk
FULL/16/111 111.1	PROPOSED CHANGES TO COMMITTEE TIMETABLE, LENGTH OF MEETINGS, DISPATCH OF AGENDAS ETC Cllr Northam proposed and Cllr Bowell seconded that the Clerk prepare a revised timetable moving F&C and Full Council dates for the remainder of the year to allow inclusion of financial information and bring back to next Full Council meeting for approval. Agreed Cllr Northam proposed and Cllr Willett seconded that there are no committee meetings in August, except Planning Committee who are asked to take a view if they need to meet at this time depending on the number of planning applications received and that the number of meetings per committee remain the same across the year. Clerk to action for 2017/18 timetable. Agreed. Cllr Bowell proposed and Cllr Goldsmith seconded that the length of committees remain as now a max of 2.5 hrs. Agreed. NB SPC Standing Orders make no reference to the possibility of this being extended. Cllr Northam proposed and Cllr Syred seconded that all committee agendas and papers be dispatched 1 week prior to a meeting (Mon for Mon, Tues for Tues) from now. Agreed.	Clerk Clerk
FULL/16/112 112.1	REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES AND OTHER MEETINGS HALC – Cllr Toomey advised no update	
FULL/16/113	ITEMS FOR PRESS RELEASE - none	
FULL/16/114 114.1	CORRESPONDENCE/ INFORMATION ITEMS Noted. Any questions/comments to Clerk	
FULL/16/115	DATE OF NEXT MEETING – 10th October 2016 Due to the nature of the next item Cllr Northam proposed that under section 3e of the SPC Standing Orders that it be discussed in confidential session. Cllr Syred seconded. Agreed	

FULL/16/116

Cllr Northam confirmed this related to correspondence from a named member of the public at which point Cllrs S Sullivan, G. Sullivan and Goldsmith advised of a personal interest which was noted. Cllr Northam outlined his concerns and proposed a possible way forward. Cllr Muncey proposed an amendment to provide for a panel to review FOI requests on a case by case basis, the amendment was seconded by Cllr Bowell and when voted upon it was **Agreed**

ACTION

Meeting closed at 10.00pm

Signed Date 10th October 2016
Chairman.