

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 FULL PARISH COUNCIL HELD ON WEDNESDAY 19TH APRIL 2017 AT 7.30PM IN THE STEYNING CENTRE

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

Clerk : Carol Stephenson

Members of the Public : 6, Cllr Barling WSCC (part) and 2 Wardens (part)

Meeting commenced 7.30pm

MINUTES

FULL/17/ 1.1	APOLOGIES Cllrs Trundle	ACTION
FULL/17/ 2.1	DECLARATIONS OF INTEREST AND DISPENSATIONS Cllrs S. Sullivan – member of SCOG, lives adj MPF, prejudicial interest in item 19 Cllrs. Muggridge, Syred, Bowell – JPYC (formerly SAYS) Cllr Barling had asked if his report might be considered at this point due to a prior commitment elsewhere. Agreed	
FULL/17/ 3.1	REPORT FORM CLLR BARLING WSCC Bridge over A283 at Bramber over River Adur will be closed for urgent repairs on 3 consecutive days - from 8pm Fri 16 th June – 6am Mon 19 th June.	
3.2	Footpath from Downslink to Whitesbridge will be closed for temporarily on 15 th May 2017. Agreed to circulate and add both to website.	CLERK Cllr Barling
3.3	Cllr Barling will investigate potholes on Bostal Road.	
3.4	Cllr Barling has written to HDC expressing concern re triangle of land near Chalk pit layby.	
3.5	Cllr Syred to email Cllr Barling advising of areas in Steyning where very poor broadband reception which falls under his portfolio "Better Connected".	MS
3.6	Cllr Barling all waste point closed for 2 days a week and reminded all facilities across WSx are now on summer opening times. Cllr Barling left at this point.	



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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

FULL/17/	QUESTIONS FROM THE FLOOR	
4.1	Q. From Seth – can SPC influence HDC and Police to enforce parking restrictions in Whitehorse Way and make themselves more visible/contactable in Steyning ? A. Cllrs Muncey and Northam to write to HDC and Police.	SN/GM
4.2	Q. Christine Young asked for update on SWAB Neighbourhood Plan progress. A. on this agenda.	
4.3	Q. Mr Cree asked for more information on item 9 on the agenda and the meeting held on 5.4.17 including precise proposals. A. Cllr Northam advised he wait for the minutes of that meeting and would ask when these might be available.	
4.4	Q. Cllr S Sullivan expressed disappointment written questions are not answered at these meetings. A. Entitled to this view. Can be debated further at another time.	
FULL/17/	MINUTES OF PREVIOUS MEETINGS	
5.1	Cllr Northam proposed the minutes of the meeting held on 20.2.17 be agreed. Cllr Howell seconded. Agreed. Cllr Goldsmith abstained as not present at that meeting	
5.2	Cllr Northam proposed the minutes of the meeting held on 20.3.17 be agreed. Cllr Howell seconded. Agreed	
5.3	Cllr Northam proposed the minutes of the EOM meeting held on 27.3.17 be agreed. Cllr Syred seconded. Agreed. Cllr Willett abstained and Cllr Goldsmith against.	
FULL/17/	MATTERS ARISING AND ACTIONS	
6.1	FULL/16/221.1 – noted. Cllr Lloyd advised HDC have agreed to undertake a review Oct 2017.	
6.2	FULL/16/223.1 – Committee Structure, see15.1 below	
6.3	FULL/16/225.1 - noted	
FULL/17/	ELECTION OF VICE CHAIR OF THE COUNCIL	
7.1	Cllr Northam proposed and Cllr Howell seconded that this be deferred, and dealt with at May Full Council meeting. Agreed	
FULL/17/	WARDENS REPORT	
8.1	Copy of report on council’s website. Wardens are aware of petty vandalism in Steyning leading to an increased Police presence. Cllr Toomey reminded member of the public referred to above re Police and Wardens in Steyning that the Warden’s reports are presented here every month for public information. Clerk to follow up invitation to Steven Chalcraft Police to attend SPC Full Council meeting.	CLERK
FULL/17/	REPORTS FROM OUTSIDE BODIES/DISTRICT COUNCILLORS	
9.1	Cllr Lloyd – no change in number of councillor positions for Steyning; suggested Cllrs visit HDC website for Q and A on HDC Economic Strategy. Clerk to arrange link/signpost on SPC website	CLERK
9.2	Cllr Willett – undertook to follow up issue of yellow lines and to advise Seth of	MW

9.3	outcome. Reminded HDC website very useful for many sources of information. Clerk to see if there are links to HDC website from SPC website. HALC – Cllr Toomey advised notes of recent conference due shortly and will circulate. Next meeting 27.4.17, Cllr Toomey to report back at next meeting of Full Council.	CLERK
FULL/17/ 10.1	NEIGHBOURHOOD PLAN Latest update on web site and end of these minutes. Cllr Muggridge advised process has become so complicated and that significant changes have happened. HDC experiencing difficulties as SPC in taking this forward. Cllr S Sullivan asked how much SPC has spent on this to date. Grants are available going forwards. Steering Group still to discuss how much it will cost to go forward. Might be possible to target for example open spaces rather than Housing if this might be more successful/possible.	
FULL/17/ 11.1	WEST SUSSEX MINERALS PLAN CONSULTATION Cllr Syred advised submission made on time and now awaiting feedback on next step. She will enquire and update members.	MS
FULL/17/ 12.1	JYPC (formerly SAYS) Cllr Syred asked if anyone is willing to be a representative on this group for SPC and to contact her if they are. This will be picked up at next Full council meeting in May when cllrs are allocated to outside bodies.	ALL
FULL/17/ 13.1	NEW STEYNING PARISH COUNCIL POLICIES Cllr Northam proposed and Cllr Bowell seconded that the Data Protection Policy attached to this agenda be accepted. Agreed	
13.2	Cllr Northam proposed and Cllr Pearcey seconded that the Social Media Policy attached to this agenda be accepted. Agreed	
FULL/17/ 14.1	COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS Playing Fields Committee – Subject to the draft minutes of the meeting held on 22.2.17 being amended to read “new allotment tenancy agreement commencing on 1 st September 2017 Cllr Lloyd proposed and Cllr Pearcey seconded that the minutes of this meeting and those of the 28.3.17 be accepted. Agreed. Recorded vote requested - all in favour except Cllrs S Sullivan, G Sullivan and Cllr Goldsmith. Clerk to add PF/134.4 to next Playing Field Committee agenda.	CLERK CLERK
14.2	Planning Committee – Cllr Muggridge proposed and Cllr Pearcey seconded that the minutes of the meeting held on 14.2.17 be accepted. Agreed. Cllr Muggridge proposed and Cllr Hanson seconded that the minutes of the meeting held on 28.2.17 be accepted. Agreed. Cllr Muggridge proposed and Cllr Pearcey seconded that the minutes of the meeting held on 14.3.17 be accepted. Agreed. Cllr Muggridge proposed and Cllr Syred seconded that the minutes of the meeting held on 28.3.17 be accepted. Agreed. Cllr Goldsmith’s comments were noted. Cllr Muggridge proposed and Cllr Hanson seconded that the minutes of the meeting held on 11.4.17 be accepted. Agreed	

- 14.3** Finance and Community Committee – Cllr Bowell **proposed** and Cllr Syred **seconded** that the minutes of the meeting held on 14.3.17 be accepted. **Agreed.** Cllr Bowell **proposed** and Cllr Willett **seconded** that, subject to last sentence of minute F&C/16/173.1 being amended – to delete Cllr Goldsmith and insert Cllr Syred, that the minutes of the meeting held on 11.4.17 be accepted. **Agreed.** **CLERK**
- 14.4** Steyning Centre Committee - Cllr Willett **proposed** and Cllr Hanson **seconded** that the minutes of the meeting held on 28.2.17 be accepted. **Agreed.** Cllr Willett **proposed** and Cllr S Sullivan **seconded** that the minutes of the meeting held on 4.4.17 be accepted. **Agreed.**
- 14.5** Highways and Lighting Committee – Cllr Muncey **proposed** and Cllr Bowell **seconded** that the minutes of the meeting held on 7.3.17 be accepted. **Agreed.**

**FULL/17/
15.1**

REVISED COMMITTEE STRUCTURE

Cllr Northam **proposed** and Cllr Muggridge **seconded** that Option 2 on appendix A attached to the report be accepted. **Agreed.**

Cllr Northam **proposed** and Cllr Pearcey **seconded** that the following be accepted :

a) The number of councillors on Full Council and each committee be as follows

Full Council	15 councillors	8 councillors to be quorate
Finance and General Purposes	9 councillors	5 councillors to be quorate
Planning	7 councillors	3 councillors to be quorate
Amenities	7 councillors	3 councillors to be quorate
Premises	7 councillors	3 councillors to be quorate

b) that the Chair and Vice Chair sit on Finance and General Purposes Committee and one other committee.

c) that all councillors sit on 2 committees each.

All Agreed.

Cllr Northam **proposed** and Cllr Hanson **seconded** that Full Council and all committee meetings will start at 7.30pm and the maximum length of time for any of the meetings to be 2.5 hours. **Agreed.**

Cllr Northam **proposed** and Cllr Syred **seconded** that Full Council and each Committee will meet monthly except in August and except Planning Committee which will meet throughout the year. **Agreed.**

At this point, Cllr Northam suggested in view of the time, that items 3.7 – 3.13 be deferred to the next meeting. **Agreed.**

- 15.2** The matter of nominating substitute members will be addressed at the Full Council meeting on 15.5.17. **CLERK**
- 15.3** Cllr Willett **proposed** and Cllr Syred **seconded** that the Clerk email all members seeking their 2 preferred committees, if they are willing to act as a Chair and nominations for Chair and Vice Chair of the council. **Agreed.** **CLERK/ALL**

FUL/17/

CORRESPONDENCE AND INFORMATION ITEMS

- 16.1** Steyning Patient Participation Group – Cllr Bowell has volunteered to be on this group. **PB**

In view of the confidential nature of next item, Cllr Northam **proposed** and Cllr

Lloyd **seconded** that it move to a confidential session. **Agreed.**

The meeting was temporarily suspended at 9.52pm . Cllrs Northam and Goldsmith (prejudicial interest) left the meeting at this point.

Cllr Willett **proposed** and Cllr Hanson **seconded** that Cllr Syred chair the remainder of the meeting. **Agreed.**

Cllr Syred advised of the background to this item. Cllrs agreed for the need of confidentiality in this matter. Clerk requested to write to complainant and ask that all correspondence be sent to the Clerk and not directly to individual councillors. Cllr Muggridge **proposed** and Cllr Hanson **seconded** that all Cllrs be instructed not to reply to any correspondence on this matter. **Agreed.**

CLERK

ALL

Meeting closed at 10.07pm

**FULL/17/
17.1**

DATE OF NEXT MEETING – 15.5.17

Signed **Date 15th May 2017**
Chairman

SWAB Report 19th April 2017

Meeting with HDC

- **SG members met with HDC planning representatives, our consultants AiRS and a representative from SDNPA 5th April.**
- **Neither HDC or SDNPA have criticised any of the existing work or the approach that SWAB has taken.**
- **However, we have been overtaken by events elsewhere that have forced HDC to completely change their own involvement in the projects and entirely new demands of the now proscriptive evidence base that HDC now requires.**

Work still required

- **Sustainability Assessment (SA)**
- **Strategic Environmental Assessment (SEA)**
- **More robust evidence for recommended housing sites and green spaces**
- **More work on community needs**
- **Improved evidence of housing needs, especially market housing**
- **Increased and improved communication with the community**
- **Push towards the Pre-submission Document being finished and public consultation on the proposals**
- **New volunteers with energy, time and enthusiasm to drive the project forward**

Challenges



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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

- Legal challenges to Neighbourhood Plans (eg Henfield NP)
- Horsham District Council no longer taking a 'light touch' approach
- SDNPA resisting new housing within the National Park
- Fierce and prolonged criticism from a small local minority causing additional work for volunteers and consultants

Key issues

- The requirement for additional evidence in a new format is not in itself a major issue, but it would require additional resource and expenditure on consultants.
- However, we are faced with the question of what sites we can now realistically deliver.
- It is quite possible that the Bayards Field development could be delivered independently as part of the Wiston Estate Plan, leaving us with Sweetlands and Gatewick Farm as our key sites.
- The SG chairman has announced that he will be resigning.
- The chairs of the parishes plan to meet with the outgoing SG chair to decide a way forward, which will have to be agreed by SG and presumably by the four councils.

Steve Northam

19th April 2017