

Steypning Parish Council



The Steypning Centre, Fletcher's Croft, Steypning,
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MEETING OF FULL PARISH COUNCIL HELD ON MONDAY 7TH NOVEMBER 2016 AT 7.30PM IN THE STEYPNING CENTRE

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

Clerk : Carol Stephenson

Members of the Public : 15 and Cllr Barling (part) 2 Wardens

Meeting commenced 7.30pm

MINUTES

| | | ACTION |
|------------------------------------|---|--------------|
| FULL/16/141 141.1 | APOLOGIES Cllrs Bowell, Trundle, Toomey | |
| FULL/16/142 142.1 | DECLARATIONS OF INTEREST AND DISPENSATIONS Cllrs S. Sullivan – member of SCOG, lives adj MPF Cllrs. Syred, Muggridge – SAYS | |
| FULL/16/143 143.1 | QUESTIONS FROM THE FLOOR Mr Cree – Why hasn't there been a more recent update on progress with Neighbourhood Plan since 23.6.16. A. On the agenda tonight Cllr Goldsmith proposed to bring item 7 forward to allow Wardens to depart. Cllr Willett seconded. Agreed | |
| FULL/16/144 144.1 | WARDENS REPORT – OCTOBER 2016 Copy attached. To report an incident, ring Wardens on either mobile number. If they are unavailable or off duty ring 111 or 999 if necessary – add to web site. Proposed to introduce Friday surgeries by December, add to web site and role of Wardens for information, delete their office telephone number | Clerk |



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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FULL/16/145 **MINUTES OF PREVIOUS MEETING –**
145.1 Cllr Northam **proposed** and Cllr Syred **seconded** that the minutes of 10.10.16 be agreed as a true record of that meeting. **Agreed.** Minutes for the meeting held on 3.11.16 not yet available

FULL/16/146 **MATTERS ARISING AND ACTIONS**
146.1 FULL/16/127.1 – Cllr Muncey advised “missing” litter bin had been used to repair broken litter bin in High Street.
FULL/16/128.1 – noted
FULL/16/131.4 - noted

FULL/16/147 **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**
147.1 Cllrs Lloyd advised on going discussions with HDC re rural car park charges – see item 152.1 below.

147.2 Cllr Willett – nothing to add.

147.3 Cllr Barling advised :
Quarry – meeting of Environment and Community Scrutiny Committee to be held at 10.30am on 16th November 2016 at County Hall Chichester – would encourage as many people as possible to attend. Report due this week, will send on when received, to be added to web site. Cllr Syred agreed to produce review and respond asap. If Mineral Plan is adopted by WSCC, there will be further public consultation in New Year, then will be subject of an inquiry by a Government Inspector, before a Planning application can be submitted. Meeting of CLC on 23.11.16 to consider proposed TRO traffic changes to Clays Hill roundabout. **MS**

Grants – Cllrs asked to encourage members of the community to apply for funds from Community Infrastructure Fund – funds still available. Not open to Parish Councils. **ALL**

Big Society Fund has been massively over-subscribed, priority theme to assist older people.

Police Fire Station – should there be a move to close existing Police Station entirely, currently considering placing a command vehicle in library car park.

Rural car park charging – Cllr Barling to liaise with Cllrs Lloyd and Willett to make representations to HDC on behalf of this council. **TL/MW**

Cllr Barling confirmed not within remit of WSCC to remove banners on the highway but SPC can. To advise “owners” banners being held at Steyning Centre for collection. Cllr Muncey advised of meeting in December with Community Partnership on this issue.

Cllr Hanson asked why “new” sites inc in Wiston were being added to Minerals Plan, Cllr Barling advised under constant review. It is anticipated that the report will respond to comments made by the Council, the public and other bodies.

FULL/16/148 **JOINT PARISH BURIALS BOARD**
148.1 Cllr Willett **proposed** and Cllr Muggridge **seconded** that the council agree the Resolution and Terms of Reference for the new Joint Parish Cemetery Committee. **Agreed.** **Clerk**

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| FULL/16/149 149.1 | SAYS Cllr Syred reminded Charity ceases to exist 31.3.17. SAYS will continue under Horsham Matters as the new Joint Parish Youth Committee. New Terms of Reference being drafted and meeting this week. To place youth report on web site | Clerk |
| FULL/16/150 150.1 | NEIGHBOURHOOD PLAN UPDATE Cllr Northam's report attached. | |
| FULL/16/151 151.1 | QUARRY UPDATE Public meeting at 7pm on 9.11.16 in Steyning Centre – to add to web site | Clerk |
| FULL/16/152 152.1 | RURAL CAR PARKS EOM held on 3.11.16 agreed Cllrs Northam and Muncey to prepare response to HDC. However, new information was shared tonight at this meeting with different information/figures to that which had previously been supplied by HDC. Members expressed their dissatisfaction and concern as to how this information has changed so drastically from before and why this information hadn't been shared directly with the Parish Council and its members before tonight. Cllr Northam proposed and Cllr Willett seconded that the letter previously drafted be sent to HDC asap as agreed on 3.11.16; that Cllr Lloyd share this latest information with all councillors asap. and that this item be added to the agenda for the next meeting on 12.12.16. Agreed . Recorded vote – Cllrs Northam, Hanson, Pearcey, Picking, Muncey, S. Sullivan, G. Sullivan, Goldsmith in favour. Cllrs Muggridge, Syred, Lloyd, Willett abstained. | Clerk TL Clerk |
| FULL/16/153 153.1 | STREET CLEAN/LITTER CONTRACT Cllr Muncey advised there had been no responses to tender. Most likely option now to return this service to HDC. Existing contract expires 31.12.16. Cllr Northam proposed and Cllr Hanson seconded that Cllrs Northam and Muncey to review options including meeting with existing provider. If existing provider is willing to continue to report back to H&L committee. If not, to arrange meeting with HDC to discuss handover. Agreed | SN/GM |
| FULL/16/154 154.1 | BUDGETS 2017/18 Cllr Northam advised Chairs of each committee have been asked to review draft figures for their committees. Aiming for F&C and Full Council in December. | ALL |
| FULL/16/155 155.1 | COMMITTEE MINUTES, REPORTS AND RECOMMENDATIONS Playing Fields Committee held on 25.10.16 – Cllr Lloyd advised revisiting if planning permission is needed for fence at Rublees allotments, verbal confirmation T&C's, still trying to determine who owns some land. Current proposal is to fence western and northern boundaries but if these matters remain unresolved or insurmountable, may look to use funding for western and southern boundaries instead. F&C have agreed funding to seek legal advice re T&C's and moving of sheds. Cllr Lloyd proposed and Cllr Northam seconded that the minutes be agreed as a true record of the meeting. Agreed . Cllr Lloyd also sought approval and proposed to appoint Meakers as the preferred | |

- contractor going forwards. Cllr Syred **seconded. Agreed.** Cllr Muncey reminded of need to obtain 3 quotes for preparatory work too if needed.
- 155.2** Highways and Lighting Committee meeting held on 18.10.16 – Cllr Muncey advised work to start on High Street toilets next few weeks and have agreed new flooring. Cllr Muncey **proposed** and Cllr G Sullivan **seconded** that the minutes be agreed as a true record of the meeting. **Agreed.**
- 155.3** Planning Committees – Cllr Muggridge **proposed** that the minutes of the meetings held on 18.10.16 and 1.11.16 be accepted as a true record. Cllr Syred **seconded. Agreed.** Cllr Muggridge advised will now be keeping record of all outstanding enforcement issues.
- 155.4** Finance and Community Committee meeting held on 1.11.16 – Cllr Syred **proposed** and Cllr Northam **seconded** that the minutes be agreed as a true record of the meeting. **Agreed.**
- FULL/16/156** **PROPOSED CHANGES TO COMMITTEE TIMETABLE**
- 156.1** Cllr Northam **proposed** and Cllr S Sullivan **seconded** that the proposed revised timetable showing the Full Council meeting to be on **Weds** 19th April 2017 be agreed. **Agreed** **Clerk**
- FULL/16/157** **ITEMS FOR PRESS RELEASE - none**
- FULL/16/158** **CORRESPONDENCE/ INFORMATION ITEMS**
- 158.1** Clerk to check if phone box on list is used by Responders or defibrillator. **Clerk**
 Clerk to add item to agenda in January to discuss issue of poor mobile phone signal and broadband **Clerk**
 Proposed extension to Referendum principles doesn't apply to SPC
 Email re meeting with Chief Constable – Cllrs to advise Clerk of any issues to feedback on. Add lack of presence of PCSO's. **ALL**
- FULL/16/159** **DATE OF NEXT MEETING – 12th December 2016** **ALL**

Meeting closed at 9.58pm

Signed Date 12th December 2016
 Chairman.