

# Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,  
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## EXTRAORDINARY MEETING OF FULL PARISH COUNCIL HELD ON MONDAY 27<sup>th</sup> MARCH 2017 AT 7.30PM IN THE STEYNING CENTRE

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

Clerk : Carol Stephenson

Members of the Public : 2

Meeting commenced 7.30pm

### MINUTES

		ACTION
<b>FULL/16/218 218.1</b>	<b>APOLOGIES</b> Cllrs Howell, Willett	
<b>FULL/16/219 219.1</b>	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b> Cllrs. Muggridge, Syred – SAYS	
<b>FULL/16/220 220.1</b>	<b>QUESTIONS FROM THE FLOOR</b> None	
<b>FULL/16/221 221.1</b>	<b>RURAL CAR PARKS</b> Current proposal by HDC is for 3 hour maximum stay, no return within 2 hours at Fletchers Croft. (4 hour stay at High St car park). Operating hours 9am – 6pm Mon – Sat with Sun and bank holidays excluded. However, in recognition of events held at the Steyning Centre e.g. whole day events such as weddings, fairs, scouts regional functions, art open days, HDC have offered a local agreement (outside of the Road Traffic Order) for this car park alone, which would allow users to purchase additional tickets from the machine providing a maximum stay of up to 9 hours to accommodate such functions. However, Members felt this proposal to be unfair and that it would not encourage natural turnover of usage of the car park. Members were reminded that the Council relies heavily upon income generated by the Steyning Centre for budget purposes and of the risk of losing bookings	



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Deputy Clerk: Hazel Roxby

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because of the new parking arrangements if people are unable to park for longer periods of time whilst attending such functions. Cllr Lloyd advised that the council has already lost one regular booking because of this and would not wish to see more people move their activities elsewhere. Cllr Lloyd therefore **proposed** that the Council accept the offer of a local agreement from HDC allowing up to 9 hrs max stay at Fletchers Croft car park for users of the Steyning Centre, to be managed by Steyning Centre staff in association with room bookings. Cllr Syred **seconded**. Vote - 3 for and 9 against. **Rejected**. Letter to be written to HDC advising of outcome.

Clerk

221.2

Cllr Toomey **proposed** and Cllr Lloyd **seconded** that the Council agree to work with the Chamber of Trade to monitor the new parking arrangements with a view to establishing a workable policy going forwards. Cllr Lloyd **seconded**. **Agreed**. Cllr Muncey asked for volunteers to help monitor. Cllr Lloyd reminded of the apparent disconnect between the new HDC parking arrangements and their Economic Strategy. Clerk reminded that HDC have been invited to meet with SPC councillors on this matter as agreed at F&C Committee on 14.3.17.

FULL/16/222  
222.1

#### SAYS

The new Joint Parishes Youth Committee starts on 1.4.17. Cllr Syred **proposed** the Council accepts the MOU. **Seconded** by Cllr Muncey. **Agreed**. Cllr Syred **proposed** the Council accepts the Terms of Reference. **Seconded** by Cllr Pearcey. **Agreed**. Cllr Syred **proposed** the Council accepts the new Contract between SPC and Horsham Matters with employment costs of £20305.84 and operational costs of £4781.93 pa. **Seconded** by Cllr Hanson. **Agreed**.

FULL/16/223  
223.1

#### COMMITTEE STRUCTURE

Clerk introduced the proposed changes to the committee structure as suggested by the working party commissioned by Full Council on xxx – copy attached to these minutes. The proposal is to make the committee meetings more efficient and effective by reducing the number of committees; hold meetings more frequently i.e monthly (with some exceptions) etc.; timed agendas, more background work to be undertaken by working parties outside of the committee meetings to allow more focussed and shorter discussions at public committee meetings thus reducing time and clutter. Planning Committee have expressed an interest in holding those meetings on a Monday going forwards. Cllr Muggridge **proposed** that Planning Committee move to a Monday evening and to be held monthly. Cllr Hanson **seconded**. **Agreed**. Regarding the proposed changes to all other committees and Full Council meetings, it was agreed that further work be undertaken to clarify some points being made and Cllr Northam **proposed** that these be deferred and brought back to the next meeting in April for decision; that councillors advise the Clerk of any comments on the current within the next 5 days; and that a further meeting of the working party take place, Cllr Northam to attend, to look at this and

ALL  
TL/MS/NM,SN  
Clerk

any other proposals. **Seconded** by Cllr Goldsmith. **Agreed**

**FULL/16/224** Cllr Northam **proposed** and Cllr Syred **seconded** that the meeting now move into confidential session to discuss the following two items. **Agreed.**

**FULL/16/225** **STAFF MATTER**  
**225.1** Cllr Northam **proposed** the Chairman and Chairs of each committee meet with the Clerk and Deputy Clerk on Friday 31<sup>st</sup> March 2017 to discuss future staffing arrangements for Clerk position. Clerk advised, in the meantime, Deputy Clerk be added to bank mandate as an interim measure. **Agreed**

**SN/TL/GM/NM/MW/PB**  
**CLERK/DEPUTY**

**FULL/16/226** **INSURANCE COVER**  
**226.1** Cllr Northam **proposed** and Cllr Syred **seconded** that this item be deferred as Cllrs Bowell and Willett not present to discuss. **Agreed**

**FULL/16/227** **Date of next meeting 19.4.17**

Meeting closed at 10pm

Signed ..... Date 19<sup>th</sup> April 2017  
Chairman



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