

# Steyning Parish Council



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## MEETING OF THE HIGHWAYS AND LIGHTING COMMITTEE HELD ON 7<sup>th</sup> MARCH 2017 AT 7.30PM IN THE STEYNING CENTRE

Present : Cllrs Muncey, Bowell, G. Sullivan, Picking, Trundle

Clerk : Carol Stephenson

Members of the Public : 1

### MINUTES

H&L/16/67	APOLOGIES	ACTION
67.1	Cllrs Northam, Syred	
H&L/16/68	DECLARATIONS OF INTEREST AND DISPENSATIONS	
68.1	None	
H&L/16/69	QUESTIONS FROM THE FLOOR	
69.1	q. Mr Cree – Interested in further flood prevent work in Mouse Lane. Is Council planning to make a further bid to Operation Watershed? A. Cllr Muncey confirmed WSCC have announced there is some further funding being made available and a new round of bids will start in April. The Council will consider if there are other areas in Steyning besides Mouse Lane in agenda item 16.5.	
H&L/16/70	MINUTES OF PREVIOUS MEETING	
70.1	Cllr G Sullivan <b>proposed</b> and Cllr Picking <b>seconded</b> that the minutes of the meeting held on 22.11.16 be accepted as a true record of the meeting. <b>Agreed</b>	
H&L/16/71	MATTERS ARISING AND ACTIONS	
71.1	H&L/16/57.2 – Cllr Bowell and Picking still to identify any “illegal” dropped kerbs or overhanging vegetation	<b>PB/BP</b>
71.2	H&L/16/57.4 – item 9 on agenda	
71.3	H&L/16/58.1 – noted	
71.4	H&L/16/61.1- noted	<b>BP</b>



Parish Clerk: Carol Stephenson  
Deputy Clerk: Hazel Roxby

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71.5	H&L/16/62.1 – item 12 on agenda	
71.6	H&L/16/63.1 – item 6.1 on agenda	
71.7	H&L/16/64.1 noted	
<b>H&amp;L/16/72</b>	<b>FINANCIAL REPORT</b>	
72.1	Cllrs agreed December and January budget printouts now overtaken by Februarys. Cllr Muncey <b>proposed</b> and Cllr Howell <b>seconded</b> that subject to the Clerk confirming expenditure on codes 4000, 4253, 4254, that the income and expenditure report for February 2017 be accepted. <b>Agreed</b>	<b>Clerk</b>
72.2	Clerk to ensure accruals carried forward to next financial year for electricity, water, and legal expenses re High St toilet lease	<b>Clerk</b>
<b>H&amp;L/16/73</b>	<b>STREET CLEANING</b>	
73.1	Cllr Muncey <b>proposed</b> she and Clerk work together to produce a business case to secure additional funding of £700 via the Environmental Grant from HDC towards pressure washing of the High Street on an annual basis. Cllr G Sullivan <b>seconded. Agreed</b>	<b>GM/Clerk</b>
73.2	Cllr Muncey proposed to introduce new monitoring regime for April and May 2017 of new street cleaning/litter bin contract subject to changes discussed i.e. Cllr Howell to absorb route for Cllr Northam and Cllr Picking to absorb route for Cllr Syred. To review arrangements after introduction of new committee structure/committee membership post May Full Council. Cllr Muncey to send confirmation email.	<b>GM/H&amp;L members</b>
<b>H&amp;L/16/74</b>	<b>LEGIONNAIRE REPORT</b>	
74.1	Order placed for one-off legionnaire work to be undertaken. Training of staff in hand for ongoing monitoring. Cllr Howell confirmed funds have been made available this year and next.	
<b>H&amp;L/16/75</b>	<b>HIGH STREET TOILETS</b>	
75.1	Cllr Muncey has inspected toilets and is satisfied work undertaken is satisfactory. Clerk to provide temporary laminate sign advising “ladies only”. Still to resolve radar lock on disabled toilet.	<b>Clerk</b>
75.2	Clerk to ask caretaker to start opening of new urinal from Mon 13 <sup>th</sup> March 2017. Cllr Picking to move ‘male’ sign over this weekend	<b>Clerk</b>
75.3	Cllr Muncey <b>proposed</b> and Cllr Trundle <b>seconded</b> purchase of new wet/vax machine at a cost of £125. <b>Agreed</b>	<b>Clerk</b>
75.4	Cllrs agreed to continue to provide consumables for town events. Clerk to advise contractor of event planned for 2.4.17 and to ask for the two litter bins at the High St toilets to be emptied by 9.30am that day.	<b>Clerk</b>
<b>H&amp;L/16/76</b>	<b>RURAL CAR PARKS</b>	
76.1	Clerk advised of request received today from HDC for SPC to review the number of long term parking permits in Newman Gardens and Fletchers Croft car parks. After much discussion, Cllr Muncey <b>proposed</b> and Cllr Howell <b>seconded</b> that Cllr Muncey draft reply to HDC re-iterating decision of Full Council and circulate to H&L members, then all cllrs before submitting to HDC. <b>Agreed.</b>	<b>GM</b>
<b>H&amp;L/16/77</b>	<b>ADVERTS HORSHAM ROAD</b>	

77.1	Cllr Picking <b>proposed</b> and Cllr Trundle <b>seconded</b> that the council advise Steyning and District Partnership of the council's support for their proposed informal agreement to manage such adverts and ask that "Election material" be added to prohibited signage. <b>Agreed</b>	<b>Clerk</b>
H&L/16/78 78.1	<b>IMPROVEMENTS TO HIGH STREET SAFETY PEDESTRIAN/MOTOR VEHICLES</b> Cllrs agreed to delegate to Cllr Bowell to continue liaising with Mr Comber and report back to next meeting.	<b>PB</b>
H&L/16/79 79.1	<b>CORRESPONDENCE/INFORMATION ITEMS</b> Mouse Lane gullies appear to be clear, so no further action needed at present. Dog fouling – agreed to ask Wardens if they are aware of DNA testing scheme or any other form of monitoring scheme being operated elsewhere and report back to next meeting.	<b>Clerk</b>
79.2	Email received re dangerous parking junction Goring Road/ Bramber Road – WSCC matter. Inform resident that matter passed to D Barling.	<b>Clerk</b>
79.3	Clerk to obtain quote for cleaning/remedial works of Poem on the Stone and report back to next meeting.	<b>Clerk</b>
79.4	Clerk to see when consultation period ends – Cllr Muncey <b>proposed</b> and Cllr Picking <b>seconded</b> that if there is time add to Full Council agenda in April , if not H&L to send letter strenuously objecting to this proposal. <b>Agreed</b>	<b>Clerk/GM</b>
79.5	WSCC have announced further phase of Operation Watershed to commence this spring. Clerk to approach Chris Stark WSCC and ask for site meeting to discuss flooding on road to Ashurst and if they would support a bid. Consider further works at Mouse Lane and GM to ask Wiston Estate if they would work with the Council on a further bid.	<b>Clerk</b>
79.6	Clerk to consider if any further training required for us of Parish mapping system v.v. free course being run by WSCC. Letter received today re rate relief for public toilets – Cllr Muncey <b>proposed</b> and Cllr Picking <b>seconded</b> that SPC write letter of support for introduction of mandatory rate relief. <b>Agreed</b>	<b>Clerk</b> <b>Clerk</b>
H&L/16/80	<b>Date of next meeting 25<sup>th</sup> April 2017</b>	<b>80</b>

Signed ..... Date  
Chairman