

**TO: ALL MEMBERS OF THE PLAYING FIELDS COMMITTEE
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON
TUESDAY 21st July 2015 at 7.45pm AT THE STEYNING CENTRE**

Following the Local Audit and Accountability Act 2014, and with regard to regulations on Access to Local Government Meetings, members of the public are advised that they have a right to film/record the meetings of Steyning Parish Council. Members of the public are also advised that by attending a meeting of Steyning Parish Council, they give their consent to being filmed/recorded by other members of the public, if such activity is taking place. Any equipment plugged into the main electrical power supply of the Steyning Centre must be PAT tested.

QUESTIONS FROM THE FLOOR – to receive questions from members of the public regarding items on the agenda.

A G E N D A

1. **APOLOGIES** – to receive and accept apologies for absence.
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS** – to receive Councillors declarations of interest in items on the agenda and consider any dispensations.
3. **MINUTES** – to sign and agree the minutes of the meeting held on 26th May 2015.
4. **MATTERS ARISING AND ACTIONS** – to report on matters arising and actions brought forward from previous meetings.
 - 4.1 (PF/15/8.1) Update regarding requests from Community Orchard Group.
 - 4.2 (PF/15/7.3) Update regarding bench by the Cricket Club.
 - 4.3 (PF/15/7.9) Update from Bowls Club regarding upkeep of the building.
 - 4.4 (PF/15/11.2) Update from Police Property Dept. regarding flint wall.
5. **MEMORIAL PLAYING FIELD**
 - 5.1 To receive a Community Orchard Committee update and consider and agree a request regarding the removal of a tree.
 - 5.2 To consider and agree a request from a member of the public regarding a memorial bench and tree to be placed on the Memorial Playing Field.
 - 5.3 To consider and agree a request from Steyning Tennis Club, regarding a replacement club house on the Memorial Playing Field.
6. **ALLOTMENTS** – to discuss issues relating to Allotments.
 - 6.1 To consider and agree any price increase in allotments for 2015/16.
7. **FINANCIAL REPORT**
 - 7.1 To receive details of Income & Expenditure for May and June 2015.
8. **STEYNING PARISH COUNCIL TREE MANAGEMENT PLAN**
 - 8.1 To receive the recommendations of a Working Party meeting and agree the way forward.
 - 8.2 To receive quotes regarding a tree management plan.
9. **OPEN SPACE MONITORING** – to receive updates on maintenance and other matters relating to open spaces.
 - 9.1 To agree allocation of responsibility for open spaces.

- 9.2 CHANDLER'S WAY – to receive a petition and letters from residents regarding the siting of goal posts and signage in the Chandler's Way play area.
- 9.3 FLETCHER'S CROFT
- 9.4 ABBEY ROAD
- 9.5 MEMORIAL PLAYING FIELD
- 9.6 SOUTH ASH
- 9.7 NORMAN WAY

- 10. **INFORMATION ITEMS & CORRESPONDENCE** - to report on any items of information for committee and receive correspondence.
 - 10.1 To receive confirmation that children's play equipment will be inspected.
 - 10.2 To receive information on a memorial bench to be placed on the town.

- 11. **COMMUNITY INFRASTRUCTURE LEVY**

- 12. **DATE OF NEXT MEETING:** Tuesday 7.30pm, 25th August 2015.

- 13. **CONFIDENTIAL ITEM** - to receive an item of correspondence from a member of the public and consider a response. In order not to disclose personal information, the Chairman will propose that under Standing Order 3 e), the remainder of the meeting be taken in confidence.

Rebecca Luckin
Clerk to the Parish Council

MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND MEETINGS