

**TO ALL MEMBERS OF THE STEYNING CENTRE COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTAND A MEETING  
AT THE STEYNING CENTRE  
ON TUESDAY 17<sup>th</sup> March 2015 AT 7.30PM**

*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.

**AGENDA**

- 1. Apologies for absence** – to receive and consider apologies for absence.
- 2. Declarations** – to receive and consider declarations of interest.
- 3. Minutes of the previous meeting** – to agree and sign the minutes of the meeting of 27<sup>th</sup> January 2015.
- 4. Matters arising and Actions** – to consider matters arising and actions from the previous minutes.
- 5. Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
- 6. Business performance** – to receive a business performance report.
- 7. Financial items** – to receive details of Income & Expenditure for the Steyning Centre and quotes.  
**7.1** To receive the Income & Expenditure Reports for January and February 2015.
- 8. Pre-school issues for consideration** – to discuss issues raised by the manager of St Andrew's pre-school
  - 8.1** DBS (Disclosure and Barring Service) – to consider whether staff working in the Steyning Centre should be subject to DBS checks, prior to taking up employment with Steyning Parish Council.
  - 8.2** To consider whether a fence could be erected around the pre-school play area, to protect children with special needs.
- 9. Correspondence** – to read and discuss incoming correspondence.
- 10. Community Infrastructure Levy** – to discuss any items for inclusion on the list.

**11. Date of the next meeting – Tuesday 28<sup>th</sup> April 2015.**

**Rebecca Luckin**

**Clerk to the Parish Council**

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING**