

Steypning Parish Council



The Steypning Centre, Fletcher's Croft, Steypning,
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MEETING OF THE HIGHWAYS AND LIGHTING COMMITTEE HELD ON 18TH OCTOBER 2016 AT 7.45PM IN THE STEYPNING CENTRE

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

Clerk : Carol Stephenson

Members of the Public : 2 part; Cllr Muggridge, Cllr Willett (part)

MINUTES

H&L/16/39 39.1	APOLOGIES Cllrs Northam and Syred	ACTION
H&L/16/40 40.1	DECLARATIONS OF INTEREST AND DISPENSATIONS None	
H&L/16/41 41.1	QUESTIONS FROM THE FLOOR Q. Two residents advised of the speeding traffic using Dingmans Court and wondered if anything could be done A. Cllr Muncey advised that this is the responsibility of WSCC not the Parish Council however we are very happy to pass this information on to Cllr Barling and the local highway engineer asking if they would meet SPC cllrs on site to discuss if any action can be taken or not	GM
H&L/16/42 42.1	MINUTES OF PREVIOUS MEETING Cllr Muncey proposed and Cllr Bowell seconded that the minutes be accepted as a true record of the meeting. Agreed	
H&L/16/43 43.1	MATTERS ARISING AND ACTIONS H&L/16/30.1 - Cllrs Muncey and Bowell advised Operation Watershed Phase 2 works due to start w/c 24.10.16 and will last approx. 1 week.	
43.2	H&L/16/33.1 – Information regarding Fringe Cottage has been sent to WSCC, Cllr Bowell to chase; despite being advised to apply for a TRO on Bostal Road have since been told not eligible. David Barling to look at again next year; Cllr	GM



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Muncey to send an email to all councillors asking them to advise of any vegetation overhanging highway/blocking visibility near junctions and any “illegal” driveways onto the highway – letters will be sent by SPC to occupiers asking them to trim/remedy, failing which, will be forwarded to WSCC to pursue.

43.3 H&L/16/36.4 – Cllr Muncey to write to HDC asking if High St toilets can be made exempt from NDR in light of new Policy for Parish Councils. **GM**

43.4 H&L/16/37.3 – Cllrs acknowledged the improvement to the High Street since completion of pressure washing of pavements.

H&L/16/44 HIGH STREET TOILETS

44.1 Cllrs Muncey, Bowell, Picking met contractor on site and have agreed detail of proposed works to be undertaken all within lottery bid. Work anticipated to start in 4/5 weeks. Cllrs agreed to use budget previously set aside for these works for new, non slip, hygienic, anti bacterial, easy to clean flooring in toilets. Cllr Muncey to check guarantee. 3 quotes had been obtained. Cllr Muncey **proposed** and Cllr G Sullivan **seconded** acceptance of Adept quote and to seek advice on cleaning. **Agreed.** Cllrs Bowell and Picking to meet with existing cleaner to explain proposal and if any new shelving needed as a result. Cllrs Picking and G Sullivan to liaise with contractor if needed during absence of Cllrs Muncey and Bowell. **GM**
PB/BP
PB/GS

H&L/16/45 STREET CLEANING AND LITTER CONTRACT

45.1 Cllr Muncey advised very helpful meeting with HDC who have agreed to take over cleaning of Charlton St with immediate effect in lieu of cleaning part of High St. Tenders have gone out for new contract, adverts placed in local newspapers and on Contract Finder web site. Closes 4.11.16. Cllrs Muncey, Picking, Trundle with Clerk to open tenders 2pm 8.11.16. **GM/BP/LT/ Clerk**

H&L/16/46 RURAL CAR PARKS

46.1 HDC have advised it costs £35k to run Steyning car parks and that this cannot be sustained. Three options were put forward by them starting 1.4.17 – 1) SPC take over running of car parks; 2) we pay HDC to run the car parks funded by raising SPC precept; 3) HDC continue to run car parks as now, but to introduce charging. They need SPC to reply by early November. Agreed SPC does not have the skills, expertise, resources to run the car parks ourselves. Agreed SPC to undertake survey with hard copies available from Steyning Centre, library, health centre etc and an online survey. Cllr Muncey to check if Leisure Centre car park is affected. Agreed to limit survey responses to one per household and to over 18's. NB this is an opinion/advisory survey not a vote. Cllr Muncey to work with Clerk on survey. Cllr Muncey **proposed** to ask the Chairman to convene extra EOM of Full Council prior to 7.11.16 to allow in depth discussion of this single item. Clerk to advise of available date. Cllr Trundle **seconded.** **Agreed.** **GM**
GM/Clerk
Clerk

H&L/16/ 47 IMPROVEMENTS IN STEYING HIGH STREET, SAFETY PEDESTRIANS/MOTOR VEHICLES

47.1 Agreed to carry item forward to next meeting **Clerk**



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H&L/16/48 48.1	WINTER PLAN Grit bins have been checked. WSCC to deliver new bags to replace existing which have deteriorated. Clerk to see if alternative means of decanting grit from old to new bags by beginning December, otherwise may mean caretakers will be asked to do this. 9 sites have been identified for them to be distributed in bad weather. Clerk to ascertain where existing snow shovels are being stored. Agreed to place note on web site saying people may borrow them if needed. Deputy Clerk to ask HDC when they anticipate gullies near Leisure Centre to be cleared and to keep the road. Dog Lane channel/gully is blocked – Clerk to write to adjoining residents reminding them of their riparian responsibilities to keep this clear, needed as soon as possible.	Clerk Clerk D/ Clerk D/Clerk Clerk
H&L/16/49 49.1	FINANCIAL REPORT Clerk to check amount of Big Lottery grant received, check codes 4211 and 4253. Cllr L. Trundle left the meeting at this point 9.35pm. Cllr Muncey proposed and Cllr Bowell seconded that the Income and Expenditure report for September be agreed. Agreed	Clerk
H&L/16/50 50.1	BUDGETS 2017/18 Unforeseen expenditure this year – pressure washing High St £700. Proposed £700 for next year to do again. Clerk to advise when change of electricity supplier took effect and anticipated spend. Clerk to review how consumables can be recharged to H&L and PF Cttees, historically charged to SC Cttee.	Clerk Clerk
H&L/16/51 51.1	INFORMATION/CORRESPONDENCE ITEMS Clerk to send letter to resident who has kindly cleaned bus shelter on Goring Road free of charge	Clerk
51.2	Dingmans Court dealt with under item 41 above	
51.3	Cllr Muncey proposed she will forward letter and photographs from resident to HDC showing dangerous position of refuse wheelie bins in Cripps Lane which are forcing pedestrians to walk into the road to pass and to ask for a site meeting with them to discuss what can be done to resolve the matter asap. Cllr G. Sullivan seconded. Agreed	GM
H&L/16/52	Date of next meeting 22nd November 2016. Cllr Bowell to Chair Meeting closed at 10.00pm	ALL

Signed Date 22nd November 2016
Chairman