

**TO ALL MEMBERS OF THE STEYNING CENTRE COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING  
AT THE STEYNING CENTRE  
ON TUESDAY 28<sup>th</sup> April 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 17<sup>th</sup> March 2015.
- 4. Matters arising and Actions** – to consider matters arising and actions from the previous minutes.
  - 4.1** To discuss DBS checks for Steyning Parish Council staff.
- 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 March 2015.
  - 7.2** To consider a quote for tree removal at the Steyning Centre.
- 8. Correspondence** – to discuss incoming correspondence.
- 9. Community Infrastructure Levy** – to discuss any items for inclusion on the list.
- 10. Date of the next meeting** – Tuesday 16<sup>th</sup> June 2015.
- 11. Confidential Item** – to discuss matters regarding a user group at the Steyning Centre. Due to the nature of the discussion, the Chairman will propose that the discussion takes place in confidence, under Standing Order 3 e).

**Rebecca Luckin  
Clerk to the Parish Council**

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