

Steyning Parish Council



The Steyning Centre, Fletcher's Croft, Steyning,
West Sussex, BN44 3XZ

www.steyningpc.gov.uk
www.thesteyningcentre.co.uk

Telephone: 01903 812042

**TO ALL MEMBERS OF THE STEYNING CENTRE COMMITTEE
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING
AT THE STEYNING CENTRE
ON TUESDAY 3RD JANUARY 2017 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.

AGENDA

1.0 Apologies for absence – to receive and consider apologies for absence.

2.0 Declarations – to receive and consider declarations of interest.

3.0 Questions from the floor – to receive questions from members of the public regarding items on the agenda

4.0 Minutes of the previous meeting – to agree and sign the minutes of the meeting of 15th November 2016.

5.0 Matters arising and Actions – to consider matters arising and actions from the previous minutes.

5.1 -41.1 Hirers have been asked for copies of Public Liability Insurance and a log is now being kept

52.2-41.2 Roger Toms and James investigate fence

52.3- 43.1 Letter of confirmation of appointment has been sent to Daren Pegg

52.4-43.2 Letter of congratulations has been sent to James Hermon

52.5 - 44.2 Funds for the partition door service was agreed by F&C Committee.

52.6- 45.1 Amend budget requirements for 2017-18 has been done

52.7-45.2 Hot water boiler in Saxon Room has been installed.

6.0 Deputy Clerk's Report and Steyning Centre update – to receive the day to day report on the Steyning Centre and discuss any issues.

6.1 Routine Inspection for the Security Alarm



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

Email: spcclerk@btconnect.com
Email: steyningcentre@btconnect.com

6.2 CCTV camera in corridor replaced.

6.3 Steam cleaning of toilets and kitchen.

7.0 Business performance – to receive a business performance report.

7.1 Report on Film night

8.0 Financial items – to receive details of Income & Expenditure for the Steyning Centre.

8.1 To receive the Income & Expenditure Reports for November 2016.

8.2 To discuss and agree replacement for drinks machine

9.0 Legionaries Report, findings and recommendations - to discuss and agree the need and the expenditure.

10.0 Budget 2017-2018 – to finalise the budget and costs for 2017-18

11.0 Review Price increase for 2017-18 - To review the price increase for hall hire from 1st April 2017

12.0. Correspondence – to discuss incoming correspondence.

13.0. Date of the next meeting – Tuesday 28th February 7.45pm

Carol Stephenson
Clerk to the Parish Council

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



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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