

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 27TH SEPTEMBER 2016 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 16th August 2016.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes.
 - 5.1 - 17.2** Grant form for funding of wheel chair has been sent.
 - 5.2 -21.1** Investigate Alarm System variance on income and expenditure sheet.
- 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** Report from Electrical service and PATs Testing.
- 7.0 Business performance** – to receive a business performance report.
 - 7.1** Report on Film night
 - 7.2** Report on Solar panel savings
- 8.0 Staffing Matters** - to receive staffing information.



Parish Clerk: Carol Stephenson
Deputy Clerk: Hazel Roxby

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

8.1 New Caretaker

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

9.1 To receive the Income & Expenditure Reports for August 2016.

9.2 To discuss quote for a new Pressure Washer

9.3 To receive report on central heating boiler panel, and agree quotes for repair/renewal.

9.4 Repair/replace gents toilet cistern and replace waterlogged panels.

10.0 Budget 2017-2018 – to consider items for budget and costs for 2017-18

10.1 Petition Doors

10.2 Blinds

10.3 Bi-Annual floor maintenance

10.4 Entertainments licence cost increase.

11.0. Correspondence – to discuss incoming correspondence.

12.0. Date of the next meeting – Tuesday 15th November at 7.45pm

Carol Stephenson
Clerk to the Parish Council

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



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