

# Steyning Parish Council

Telephone: 01903 812042



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

[www.steyningpc.gov.uk](http://www.steyningpc.gov.uk) [www.thesteyningcentre.co.uk](http://www.thesteyningcentre.co.uk)

---

**TO ALL MEMBERS OF THE AMENITIES COMMITTEE YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO BE HELD ON TUESDAY 24<sup>th</sup> OCTOBER 2017 AT 7.30 PM IN THE STEYNING CENTRE**

*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 the 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 in to the main electrical power supply of the Steyning Centre must be PAT tested.*

## **MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**

### **AGENDA**

- 1.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 2.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – disclosure by councillors of personal interests in matters on the agenda, and whether the Councillor regards their interest as prejudicial under the terms of the Code of Conduct.
- 3.0 QUESTIONS FROM THE FLOOR** - Up to 15 minutes will be available to allow for the public to make representations; (2 minutes per person) answer questions or give evidence in respect of any item of business on the agenda, in accordance with Standing Orders.
- 4.0 MINUTES OF PREVIOUS MEETINGS** – Councillors' to agree and sign the minutes of the Amenities Committee held on 26<sup>th</sup> September 2017
- 5.0 MATTERS ARISING FROM PREVIOUS MEETING**
  - 5.1 A/17/42.3** Scope of works and quotes for root removal at flint wall.(see supporting paper) - Clerk
  - 5.2 A/17/42.4** Chandlers way Tree – update from Clerk
  - 5.3 A/17/42.5** Artificial grass into MPF play area – update from Clerk
  - 5.4 A/17/42.6** Update on Holm oak replacement tree – update from Clerk
  - 5.5 A/17/42.7** Update on chippings – update from Cllr Muncey
  - 5.6 A/17/42.8** Contact residents re trees T40 and T41 – update from Clerk



Locum Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

Email: [spcclerk@btconnect.com](mailto:spcclerk@btconnect.com)  
Email: [steyningcentre@btconnect.com](mailto:steyningcentre@btconnect.com)

- 5.7 **A/17/42.9** Benches into the MPF play ground – update from Clerk
- 5.8 **A/17/42.10** Identification of Illegal dropped kerbs and overhanging vegetation - Cllrs PB/BP
- 5.9 **A/17/42.11** Rate relief letter for Public Toilets - Clerk – to report, then transferred to Premises committee
- 5.10 **A/17/42.14** Concrete humps to Allotments entrance – Update from Clerk
- 5.11 **A/17/42.15** Playground equipment working party and ‘section 106’ funding – Cllr Sullivan – discussed under item 8.3
- 5.12 **A/17/42.16** Report back on progress re. Normans way – Cllr Lloyd / Sullivan
- 5.13 **A/17/42.17** Report re. Wilson Mem. Trust funded keep fit /children’s play equipment. – Cllr TL, PB, Clerk – discussed under item 8.3
- 5.14 **A/17/42.18** Monitoring of Contracts – Clerk – discussed under 7.2
- 5.15 **A/17/42.22** Outstanding tree work as per schedule dated 23<sup>rd</sup> Dec. 15 – Clerk to update
- 5.16 **A/17/42.23** Additional cutting back of MPF stinging nettles – Clerk to update
- 5.17 **A/17/43.6** Pressure Washing the High street - Clerk to update
- 5.18 **A/17/45.1** Community Orchard Apple day – All (supporting papers)
- 5.19 **A/17/46.2** Clearing Vacant Allotment plots – Clerk to update
- 5.20 **A/17/48.1** Shooting fields parking issues – Clerk - Actioned
- 5.21 **A/17/48.4** Water Pump in the High street – Clerk to update
- 5.22 **A/17/48.5** Holes at the MPF Clerk discussed under item 8.2

## 6.0 HIGHWAYS

- 6.1 To discuss Car Parking issues and reports from Car Park working groups - Cllr GM
- 6.2 To discuss proposals for Car Park re developments from HDC – Report from Cllr Muncey – (see supporting papers)

## 7.0 CONTRACT MONITORING

- 7.1 Grass cutting – Update from Clerk
- 7.2 Street Cleaning – To note that this will until further notice be discussed through F&GP

## 8.0 MEMORIAL PLAYING FIELD and OPEN SPACES

- 8.1 MPF Play area Swing has been fixed once again – Report from Clerk
- 8.2 Holes on the MPF – Report from Clerk (Supporting papers)
- 8.3 Playground working party – Update from Cllr Sullivan
- 8.4 Wicksteed due to carry out Playground inspections in the next month

## 9.0 ALLOTMENTS

- 9.1 Contracts and Annual rents – update from Clerk
- 9.2 Works associated with Allotment hedgerow group report update from Clerk
- 9.3 Quotes to be discussed for tree work associated with Hedgerow program (2 x Sycamore removal) and also Shrubs and Walnut tree overhang into parking area by Memorial garden (see supporting papers)

## 10.0 FINANCE

- 10.1 I&E reports for September 2017

## 11.0 INFORMATION/CORRESPONDENCE ITEMS

- 12.0 **DATE OF NEXT MEETING – 28<sup>th</sup> November 2017 at 7.30 pm.**

**John Fullbrook**  
Clerk to the Council



Locum Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

Email: [spcclerk@btconnect.com](mailto:spcclerk@btconnect.com)  
Email: [steiningcentre@btconnect.com](mailto:steiningcentre@btconnect.com)