

# 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)

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**TO ALL MEMBERS OF THE AMENITIES COMMITTEE  
YOU ARE HEREBY SUMMONED TO A MEETING OF THE COMMITTEE TO  
BE HELD ON TUESDAY 25<sup>TH</sup> JULY 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 ELECTION OF CHAIRMAN FOR 2017/18**
- 2.0 ELECTION OF VICE CHAIRMAN FOR 2017/18**
- 3.0 APOLOGIES FOR ABSENCE** – to receive and accept apologies for absence
- 4.0 DECLARATIONS OF INTEREST AND DISPENSATIONS** – to received Councilors' declarations of interest in items on the agenda and consider any dispensations
- 5.0 QUESTIONS FROM THE FLOOR**
- 6.0 MINUTES OF PREVIOUS MEETINGS** – Councilors' to agree and sign the minutes of the Amenities Committee of 27<sup>th</sup> June 2017
- 7.0 MATTERS ARISING FROM PREVIOUS MEETING**
  - 7.1 15.1** Information from HDC Planning re max size of shed has been received. (see supporting paper from HDC)
  - 7.2 15.7** Allotment padlocks arranged for installation on 21<sup>st</sup> August
  - 7.3 15.10** Update on Bowling Club chain link fence
  - 7.4 15.12** Update on removal of waste bin on MPF
  - 7.5 15.13** Scope of works and quotes for root removal at flint wall. Ongoing



Locum Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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- 7.6 16.2 Allotment letters – Trees and hedgerows –see Item 9.1
- 7.7 16.4 Chandlers way Tree – Ongoing
- 7.8 16.5 Report from Cllrs visit to Henfield Cricket’s artificial grass
- 7.9 16.6 Update on Holm oak replacement tree - Clerk
- 7.10 16.7 Update on chippings – Allotment use/ quote for removal
- 7.11 16.8 Update on meeting with Simon Zec & Andrew Gale (RG Clerk)
- 7.12 16.10 Quote accepted for cleaning of safety surfaces and work ordered.
- 7.13 16.11 Position agreed for benches (see supporting paper) and work to be ordered.
- 7.14 17.1 Identification of Illegal dropped kerbs and overhanging vegetation- Ongoing (PB/BP)
- 7.15 17.2 Update on Operation Watershed re flooding in Ashurst Road
- 7.16 17.3 Rate relief letter for Public Toilets - Ongoing
- 7.17 18.1 Change changing room rentals to Premises budget – Clerk Doing this on Thursday 27<sup>th</sup> July
- 7.18 19.3 Contact original contractor re concrete humps
- 7.19 19.4 Permission for greenhouse and requirements re colour etc. – Again see Item 9.1
- 7.20 20.1 Playground equipment working party and ‘section 106’ funding
- 7.21 20.2 Cllr Lloyd to report back on progress re. Normans way
- 7.22 20.3 Cllr Lloyd to report back on discussion with Wilson Memorial Trust on keep fit equipment/ children’s play equipment.
- 7.23 20.4 Monitoring of Contracts – (See supporting paper)
- 7.24 21.2 Regular check of tarmac strip during bin emptying rounds and process of contractor informing staff of issues and claiming additional time implemented.
- 7.25 22.1 Report on hedgerow group meeting from Cllr Goldsmith (Agenda Item 11.1)
- 7.26 24.1 Cllr Muncey to report on liaison with David Barling re extra bollards in Tanyard Lane
- 7.27 24.2 Correspondence items were not circulated as were dealt with by Clerk after meeting {Gorilla Kitchen re-location and Risk assessment for Bouncy castle}.

**8.0 FINANCE**

- 8.1 I&E reports for June 2017

**9.0 ALLOTMENTS**

- 9.1 Go through details/amendments required in to go in Allotment Letter (Draft circulated as a supporting paper).

**10.0 MEMORIAL PLAYING FIELD and OPEN SPACES**

- 10.1 Royal British Legion – care of memorial gardens – They have a contractor willing and able to trim bushes/hedge and tree undercarriage – Funded by Humphrey Avon – to go ahead 27<sup>th</sup> July
- 10.2 Request for Bouncy Castle as part of event at Cricket club on 30<sup>th</sup> July – Risk assessment as supporting paper
- 10.3 Request for Bouncy Castle as part of event at Cricket club for 20<sup>th</sup> August
- 10.4 Bowling club request for parking on MPF – supporting paper attached
- 10.5 Bowling club request for work to Sycamore tree – supporting paper attached
- 10.6 Tree work as per schedule dated 23<sup>rd</sup> Dec 2015 – (see Quote from Andrew Gale)
- 10.7 Cricket club request for cut back of stinging nettles surrounding – Quote already requested
- 10.8 Proposal by Cllr Goldsmith to alter bin positions in MPF (paper attached)

**11.0 HEDGEROW GROUP.**

- 11.1 To receive report on first meeting with any recommendations for action (See also Quote from Andrew Gale)



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**12.0 HIGHWAYS**

**12.1** To discuss proposed changes to car park charging system (see attached letter to Cllr Lindsay)

**12.2** To Discuss Highways England A27 proposals ( papers to be tabled - GM)

**13.0 INFORMATION/CORRESPONDENCE ITEMS**

**14.0 DATE OF NEXT MEETING – 26<sup>th</sup> September 2017 at 7.30 pm.**

**John Fullbrook**  
Clerk to the Council



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