

# Steyping Parish Council



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

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**TO ALL MEMBERS OF THE PREMISES COMMITTEE  
YOU ARE HEREBY SUMMONED TO ATTAND A MEETING  
AT THE STEYNING CENTRE ON TUESDAY 5<sup>TH</sup> DECEMBER 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 of Interest** – 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 7<sup>th</sup> November 2017.
- 5.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes
  - 5.1 – 55.4 Cllr Muncey and the Clerk are applying for a grant through Rampion for the full cost of changing to LED lighting.
  - 5.2-56.2 A thank card was sent to Lou Weeks for her help at the film nights.
  - 5.3- 56.3 The annual incomes for solar panels have increased each year since the installation.
  - 5.4- 56.4 investigations are being carried out for a drinks vending machine. Agenda Item
  - 5.5-56.5 An advert for available hours of hire is on the notice board in the High Street. District and County Councils have been contacted and informed of the availability of the Centre.
  - 5.6- 57.1 Pavilion and toilets income and expenditure are an agenda item.
  - 5.7 -58.2 Update on the work to the kitchen to comply with regulations.
  - 5.8-58.3 Work for the skylights has been ordered.
  - 5.9-58.4 Walk round of Steyning Centre
  - 5.10 -58.4 Possible improvements to consider for the budget and approximate prices is an agenda item.



Parish Clerk: John Fullbrook  
Deputy Clerk: Hazel Roxby

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**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 Closing times and arrangements over Christmas period

**7.0 Hire Charges Review**

7.1 A comparison of local facilities has been carried out.

7.2 A sample of prices for 2019/20 has been prepared and sent to Committee members

**8.0 Cricket Pavilion, Bowling and Tennis Club Houses and High Street Toilets**– to discuss any issues arising

8.1 Income and expenditure of the pavilion and High Street Toilets.

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

9.1 To receive the Income & Expenditure Reports for November 2017

9.2 Budget for 2018/19

9.3 update on possible improvements and approximate prices.

9.4 Prices and suggestions for drinks vending machine

**10.0 Showcase 2018**

10.1 to receive a report on the showcase event for February 2018

10.2 to discuss the next stage letters, leaflets and posters for showcase.

10.3 Discuss attendance of councillors at the event

**11.0 Correspondence** – to discuss incoming correspondence

**12.0. Date of the next meeting** – Tuesday 2<sup>nd</sup> January 2018 at 7.30pm

**John Fullbrook**

**Clerk to the Council**

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



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Deputy Clerk: Hazel Roxby

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