

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 PREMISES COMMITTEE
YOU ARE HEREBY SUMMONED TO ATTEND A MEETING
AT THE STEYNING CENTRE ON TUESDAY 4TH JULY 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 Election of Vice Chairman.** - To elect a Vice Chairman for the forthcoming year.
- 2.0 Apologies for absence** – to receive and consider apologies for absence.
- 3.0 Declarations of Interest** – to receive and consider declarations of interest.
- 4.0 Questions from the floor** – to receive questions from members of the public regarding items on the agenda
- 5.0 Minutes of the previous meeting** – to agree and sign the minutes of the meeting of 6th June 2017.
- 6.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes.
 - 6.1 - 11.4 Update on the RADAR lock for the toilet in Steyning High Street
 - 6.2 - 11.5 Update on self-closing door and security key for the pavilion on MPF
 - 6.3 - 8.1 Update on letter to HDC re car parking issues
 - 6.4 - 7.5 Contact with Insurance concerning hirers liability
- 7.0 Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
 - 7.1 ADT security System check
 - 7.2 Summer Cleaning and decorating
 - 7.3 Legionella's Update
 - 7.4 Pest control call out for wasps



Parish Clerk: John Fullbrook
Deputy Clerk: Hazel Roxby

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8.0 Business performance – to receive a business performance report.

8.1 Report on Film night

9.0 Cricket Pavilion, Bowling and Tennis Club Houses – to discuss any issues arising

9.1 Visit to Bowling Club and Tennis Club

9.2 Broken mirror at the pavilion

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

10.1 To receive the Income & Expenditure Reports for June 2017

10.2 To discuss quotes received for changing to LED lighting and discuss a way forward.

10.3 To discuss quotes received works to Coombe Court Kitchen to comply with regulations.

11.0. Correspondence – to discuss incoming correspondence

12.0. Date of the next meeting – Tuesday 5th September 2017

John Fullbrook

Clerk to the Council

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



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