

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 6TH JUNE 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 Chairman** - To elect a Chairman for the forthcoming year .
- 2.0 Election of Vice Chairman.** - To elect a Vice Chairman for the forthcoming year.
- 3.0 Apologies for absence** – to receive and consider apologies for absence.
- 4.0 Declarations** – to receive and consider declarations of interest.
- 5.0 Questions from the floor** – to receive questions from members of the public regarding items on the agenda
- 6.0 Minutes of the previous meeting** – to agree and sign the minutes of the meeting of 4TH April 2017.
- 7.0 Matters arising and Actions** – to consider matters arising and actions from the previous minutes.
- 8.0 Deputy Clerk's Report and Steyning Centre update** – to receive the day to day report on the Steyning Centre and discuss any issues.
- 9.0 Business performance** – to receive a business performance report.
- 9.1 Report on Film night



Locum Parish Clerk: Linda Baker
Deputy Clerk: Hazel Roxby

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

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

10.1 Club house inspections prior to lease renewal in 2018.

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

11.1 To receive the Income & Expenditure Reports for May 2017

11.2 To discuss possibility of changing to LED lighting

11.3 To discuss report and quote for Coombe Court Kitchen to comply with regulations.

11.4 To discuss the information and quote received concerning the RADAR Lock for the toilet in Steyning High Street

11.5 To discuss quote for self-closing door and security key for the pavilion on MPF

12.0 Staff Matters –

12.1 To confirm caretaker position following 3 months' probation.

13.0. Correspondence – to discuss incoming correspondence

14.0. Date of the next meeting – Tuesday 4th July 2017

Linda Baker

Locum Clerk to the Parish Council

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



Locum Parish Clerk: Linda Baker
Deputy Clerk: Hazel Roxby

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