

STEEP PARISH COUNCIL

CHAIRMAN: Jim MacDonald

CLERK: Jenny Hollington

Minutes of a Parish Council Meeting held following the Annual Parish Assembly at Steep School on Monday, 21st May 2018

Present: Cllrs. Peter Cruttenden (in the Chair) Kate Ashfield Terry Cook
Simon Bridger Jeff Graham Nick Hurst
Chris Laycock Jenny Martin

In Attendance: Jenny Hollington, Clerk

There was 1 member of the public in attendance.

Minute	Item	Action
18/67	<u>APOLOGIES</u> – Apologies had been received from Cllr. Jim MacDonald, County Councillor Russell Oppenheimer and District Cllr. Nick Drew	
18/68	<u>ELECTION OF CHAIRPERSON</u> – In his absence, Cllr. Jim MacDonald was nominated as Chairman of Steep Parish Council by Cllr. Peter Cruttenden. The nomination was seconded by Cllr. Nick Hurst and unanimously agreed. Members of the Parish Council asked that thanks to Cllr. MacDonald for his energy and application throughout the past year, especially in welcoming new Councillors, be recorded. The declaration to accept the office of Chairman will be signed and witnessed before the next meeting.	Clerk
18/69	<u>ELECTION OF VICE-CHAIR</u> - Cllr. Jenny Martin nominated Cllr. Peter Cruttenden as Vice-Chair of Steep Parish Council. This was seconded by Cllr. Terry Cook and unanimously agreed.	
18/70	<u>PARISH COUNCILLOR RESPONSIBILITIES</u> – The current list of responsibilities was amended to include Cllr. Terry Cook on the V. Hall Management Committee. The up-dated list is appended to the minutes and will be advertised via the website as soon as Parish Council e-mail addresses are confirmed	Clerk
18/71	<u>MINUTES</u> – The Minutes of the Meeting held on Monday, 3 rd April 2018 were approved and signed.	
18/72	<u>DECLARATIONS OF INTEREST</u> – The Chairman reminded Councillors of their responsibility to declare any interest in any matter on the Agenda - none declared.	
18/73	<u>PUBLIC COMMENT</u> – None	
18/74	<u>FINANCE</u> (a) Internal Auditor’s Report – This had been circulated prior to the meeting – there were no items of concern to note (b) Annual Governance Statement 17-18 – This had been circulated to Councillors prior to the meeting and was approved and signed. (c) Accounting Statement 2017-18 – The accounting statement had been checked by the Internal Auditor, circulated to Councillors prior to the meeting, and was approved and signed. (d) Cheques for May Payment – The following cheques were approved and signed:	

Chq No.	Amount	Payee	Service
100181	£29.40	PTC	Dog bin - March/April
100182	£45.00	Lightatouch	Internal Audit Jan-Mar
100183	£635.03	J. Hollington	Clerk + Lengthsman admin + exp
100184	£780.00	N. Rook Blackstone	Lengthsman April-May
100185	£40.00	Steep School	Use of School Hall
Total :	£1,529.43		

18/75 STEEP BUILDINGS AND MONUMENTS RECORD –A paper proposing a revision and update of the Steep Buildings and Monuments Record, produced as part of the Parish Plan, had been circulated to Councillors prior to the meeting and was discussed. With the types of development now becoming more common, it was felt that Steep’s unique architectural and cultural heritage needs to be more widely recognised and respected. The Parish Council noted the report and strongly supported and endorsed the proposals to revise and publish the Steep Buildings and Monuments Record and compile and make available on-line a Local Heritage Asset List in consultation with SDNPA and EHDC.

18/76 GDPR – New regulations come into effect from 25th May, however it is not anticipated that these will have a major impact on Steep Parish Council. The sub-committee are due to meet to review data protection and their recommendations will be considered at the June/July Parish Council Meeting.

NH/
CL/
KA

18/77 S.106 MONIES – SDNPA have advised that the sums of £1561 for Environmental Improvements and £3585 for Transport now need to be allocated towards projects. At a meeting with SDNPA representatives, it was agreed that the proposed works to repair the leak at Lutcombe Pond would be an ideal project for the Environmental Improvements funding, and pressure will now be applied to HCC Rangers to provide further details including timing and costings. SDNPA have also agreed that the Transport monies can be used for the purchase of the Speedwatch equipment and Phase 2 Traffic Management Scheme (e.g. Village Gates).

JM/
Clerk

In the event that the project at Lutcombe Pond doesn’t go ahead, it was agreed that quotes should be obtained for the provision of a picnic table at Steep Common, and for providing a safer pedestrian access.

JG

18/78 ROADS AND TRAFFIC

- Camera Signage - Stoner/Bell Hill – The Police are able to provide and install speed camera signage at no cost to the Parish Council. Because speeding is a major issue, it was agreed to go ahead with this as soon as possible and ask the Police to recommend on number and position.
- Speedwatch – It was agreed to go ahead with the purchase of the speedwatch equipment from Traffic Technology as per the quote provided in the sum of £1995 + delivery +VAT (cost to be shared 50/50 with Stroud P.C.)
- Phase 2 Traffic Management Scheme – Proposals for the installation of Village Gates at Island and Bell Hill was discussed and it was decided that there would be a benefit in pausing to gauge the impact of speedwatch and camera signage on traffic speeds before taking these proposals forward. The new speedwatch equipment will be used to monitor traffic speeds before and after Phase 1 road works as Selborne Speedwatch group reported that the introduction of speedwatch saw an amazing improvement in traffic speed through their village. It was agreed to discuss Phase 2 improvements further in September.

CL

JH

Speed
Watch
Vols

18/79 STEEP COMMON

- Play Equipment – Further quotes for the repair of the play equipment are being sought and will be discussed/agreed at the June P.C. Meeting. JG
- Tree Audit – Joe Jackman has promised that the tree survey will be finalised for the June P.C. Meeting. Clerk
- New Pedestrian Entrance – Poor sight lines at the entrance to the Common have been highlighted by Nick Adams, the Playground Inspector. It was agreed essential to provide an alternative pedestrian entrance closer to the School and options for this will be progressed and discussed further at the June/July meeting. JG

18/80 FORTHCOMING MEETINGS

- SDNPA Parish Workshop – 12th June – Cllr. Cruttenden will attend.
- EHAP&TC Meeting – 14th June – Speaker is Damien Hinds – Cllr. MacDonald will be Chairing

18/81 DATE AND TIME OF NEXT MEETING – The next meeting of Steep Parish Council will be on Monday, 4th June at 7.30 in the meeting room of Haste Ltd in Steep Marsh.

The meeting closed at 10.10 p.m.