

MINUTES
Steep Parish Council Meeting
Monday 3rd April 2023 at 7.30pm

Present: Cllrs. Jim MacDonald (in the Chair), Terry Cook, Charlotte Duthie, Freddie Holmes, Jenny Martin, Jeff Graham, Jonathan Turk

Also present: Jenny Hollington, Locum Clerk
5 members of the public

- | Minute | Item |
|---------------|--|
| 23/63 | Apologies for Absence: Cllrs Andrew Martin and Nick Hurst, and Dawn Rodgers, Parish Clerk. |
| 23/64 | Approval of Minutes: Resolved: The Minutes of the Parish Council meeting of 6 th March were approved as an accurate record. |
| 23/65 | Declarations of Interest: The Chairman declared a personal interest in item 23/74 - his wife is Chief Executive of the CAB. He also raised a concern about a letter which has been sent to some residents within the parish by a member of the Parish Council Which could constitute a data breach– to be followed up via the ICO if appropriate. |
| 23/66 | Public Comment – <ul style="list-style-type: none">• A resident said that a copy of the above-mentioned letter had been hand delivered to his address.• E-mail correspondence had been received thanking all Councillors for their hard work during their term of office. |
| 23/67 | Land at Church Road:- Nothing further to report - Stuart Wilson awaits a response from SDNPA. |
| 23/68 | Steep Village Hall: Cllr. Martin read out the report for the benefit of the members of the public present (Appendix A). It was noted that the Village Drop-In session planned for 26 th April will not be held if there is a contested election. |
| 23/69 | County & District Councillor Reports: The Chairman explained that to help keep the meetings shorter, the County and District Councillors will in future be invited to every other meeting. There were therefore no reports from them this month. |
| 23/70 | Footpaths: Cllr. Martin reported that she had met with the new HCC Countryside Ranger but there has been no response to issues raised. Other items of concern include: <ul style="list-style-type: none">• Footpath 13 – Cllr. Martin will liaise with the respective landowner about the very muddy patch of path.• Footpath 10 – The stile remains unrepaired despite the letter from Steep P.C. – Cllr. Martin to follow up via HCC. |
| 23/71 | Clerk's Report: No report had been circulated due to the Parish Clerk being ill. In the Clerk's absence the following items were discussed: <ul style="list-style-type: none">• Clerk's Training – A budget of £450 was approved.• Laptop – A budget of up to £800 was approved.• Facebook – Cllrs. Jenny Martin, Freddie Holmes, and the Clerk will meet to try to resolve the current issues. |
| 23/72 | General Roads and Traffic: A report of complaints about the condition of the verges in the Marsh was noted – Cllr. Holmes will follow up to see whether there is any particular cause for traffic to be driving over the verges (e.g. overhanging vegetation). It was agreed that where no action has been taken in response to letters about overhanging hedges, concerns will be moved to the next level. The Chairman was reminded to write to the owners of Middlemarch about obstruction of verges outside the property. |
| 23/73 | Steep Marsh Noticeboard: It was decided to carry this item over to the May meeting to enable consideration of whether the new board could be installed on the grass area in front of the bungalows where the bench is currently. |

- 23/74 **Grant Request for the CAB** – This item was Chaired by the Vice Chair (the Chairman took no part in the discussion).
Following discussion of the application, a grant of £250 was approved.
- 23/75 **Finance**
- (a) **Bank reconciliation** -The bank reconciliation for March, circulated prior to the meeting, was approved.
 - (b) **Cheques** - Cheques for April payment were approved.
 - (c) **Pension Enrolment** – The Chairman explained the Council’s legal obligations and explained that the Clerk has declined the offer to be enrolled into a pension scheme. The Chairman will finalise the paperwork.
- 23/76 **Steep Cricket Club -Alcohol Licence Application** - More detail is required to enable Councillors to understand the impact this would have on other local establishments and residents. Concerns were also expressed about the suitability of the timber building for storing alcohol.
- 23/77 **Steep Common:** Cllrs. Cook and Graham have marked out the boundary line and the Clerk will be asked to formalise this via a letter to the landowner. It was also noted that members of the Bonfire Committee are concerned about the new planting around the bonfire site – this will need to be followed up after the election.
- 23/78 **War Memorial:** The Chairman will seek an independent view of the condition of the diseased Ash tree via Mark Broadmeadow (a local tree specialist) and feedback relevant information.
- 23/79 **Swings at Hayes Cottages:** Cllr. Graham will complete an application for EHDC community funding for 50% of the project cost and Cllrs. Martin and Holmes will research additional funding sources for the remaining monies.
- 23/80 **The King’s Coronation** – Information about televising the event to the community was noted – this will be passed to the Village Hall Trustees in case of interest.
- 23/81 **SDNPA Parish Workshop-** A report of the meeting had been circulated prior to the meeting. The importance of the subject matter was noted and will be followed up after the election.
- 23/82 **Settlement Facilities Paperwork** -The forms were approved subject to minor amendment.
- 23/83 **Annual Parish Assembly 2023** - The Annual Parish Assembly will be held on Monday 24th April. Mike Robinson and Tony Knights will be asked to speak about the Village Speedwatch Group and the impact of the Speed Indicator Device. June Gurney will be asked to provide refreshments.
- 23/84 **May Parish Council Meeting** - There will be no Parish Council Meeting on 3rd May as it is too close to the election.
- 23/85 **Correspondence:** - The following correspondence was noted as circulated prior to the meeting:
- Loose dogs on Ashford Hangers – the Clerk will be asked to forward the HALC info sheet to Cllr. Holmes
 - SDNPA Open Space Assessment and Parish Priority Statement – The deadline for submission has been put back to 20th October 2023.
 - Civility Pledge – This item will be followed up after the election.
 - Cyber Essentials –Cllr Holmes will liaise with Community First for any information on this subject for community groups
- 23/85 **Date of next meeting:** The AGM will be held on **Monday 15th May 2023** at 7.30 p.m.

The meeting closed at 9.26 pm.