



Councillors are hereby summoned to a meeting of Steep Parish Council for the transaction of business set out below.

S Humphrey

Sandra Humphrey, Clerk to the Council, 14th May 2024

Email: clerk@steep-pc.co.uk

AGENDA

1. **Apologies for absence**
2. **Declarations of interests:**
Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses & votes on the matter.
3. **Approval of Minutes:** to approve the minutes of the meetings held 8th April 2024.
4. **Public Comment**
5. **Land at Church Road:**
 - (a) To invite Wilson Designer Homes to a PC meeting to present a plan for the management of the open space for both the PC and the PC as sole managing trustee of the VH to consider.
 - (b) Agree to enter discussions with Wilson Designer Homes and SDNPA to see if we can come up with a suitable plan.
6. **Planning Compliance cases**
To receive an update on any outstanding cases.
7. **Church Road traffic working group**
 - (a) To agree the Terms of Reference.
 - (b) To agree the working group carrying out the self-assessment of 20 mph at Church Road.
 - (c) To agree to setting up an online consultation in relation to the 20 mph speed limit on the PC website.
8. **Roads and Traffic working party:**
 - (a) To note the report from the R&T Working Group regarding Stoner Hill Traffic Calming; A272 Westmark; general flooding and road surfacing issues around the parish.
 - (b) To approve in principle the annual fee of £178 per unit for Data Connectivity for the three ASW cameras from next year, at a cost of £534 pa. The first year of data connectivity (from point of purchase) is included in the cost of the Roadside Unit.
 - (c) To approve the setting up of a sub-working group, inside the R&T Working Group, to manage the cameras going forward in collaboration with Speedwatch. To include Freddie Holmes, Dawn Rodgers and a Speed watch volunteer. Freddie Holmes to draw up ToRs for approval at next PC meeting.
9. **BOAT'S**
To receive verbal feedback from the BOAT's working group meeting attended by Jenny.
10. **Steep Common**
 - (a) To provide an update on recent work and agree further work needed and removal of the debris.
 - (b) To provide quote to share on the gateway refurbishment.
 - (c) To agree Play equipment clean and further work on seating quote.
11. **Discuss D-Day 80**
 - (a) To agree a grant request from Steep Film Club in support of their 20th Anniversary and Steep's D-Day 80 celebrations.
12. **GDPR**
To receive a progress report on the GDPR/Digitisation/Cyber Essentials Projects to include indicative timelines for completion.
13. **Lengthsman**
 - (a) To receive a statement from Charlotte.
14. **Meeting Calendar**
To agree the meeting calendar's for VH and Parish
15. **Parish Drop In Sessions**
To agree the dates for future drop-in sessions.

16. **Finance:**

- (b) To approve the bank reconciliations to 10th April 2024
- (c) To note the payments list for April/May 2024
- (d) To approve cheques / direct debits payable for April/May 2024

17. **Confidential session**

To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of agenda items 18– *for consideration of confidential contract and staffing matters.*

18 . To note the extension of the probationary period for a further 3 months to 30th June 2024 for the Clerk.

19. **Date and time of next meeting:** Monday 3rd June 2024 at Village Hall Steep.