

MINUTES
Steep Parish Council Meeting
Monday 20th May 2024 at 7.30 pm

Present: Cllrs. Jenny Martin (Chair), Robin Hollington, Terry Cook, Alison Driver, Harriett Waley-Cohen, Paul Garstin, Freddie Holmes. Shannon Askew, Charlotte Duthie

Also present: Sandra Humphrey, Clerk, J Hollington (Supporting Clerk)
There were 4 Member of the public.

The Chair pointed out that in accordance with the Standing Orders any comments should be directed to The Chair, she also informed that item 16 IT Contracting is being deferred to a future meeting.

- | Minute | Item |
|---------------|--|
| 24/87 | Apologies for Absence |
| 24/88 | Declaration of interest
Councillors were reminded of the declaration as received on the agenda.
Cllr. Robin Hollington advised that his company, Inspired Information Services, manages the e-mail system for the Parish Council. He further confirmed that he would not be bidding on GDPR. |
| 24/89 | Approval of Minutes
The minutes of 8 th April were approved with all in favour. |
| 24/90 | Public Comment
MOP raised concerns about The Millenium Bench and the overgrown hedge this was noted by the War Memorial working party. |
| 24/91 | Land at Church Road
Discussions on the open space took place there were concerns on costs and condition of the land and a wish to postpone immediate decision. It was agreed for the full council to meet with Wilson Designer Homes with all in favour. |
| 24/92 | Planning Compliance
There was nothing to report. |
| 24/93 | Church Road Traffic Working Group
(a) Terms of reference were agreed with the addition of reference to horse riders. All were in favour.
(b) Self-assessment of 20 mph at Church Road was discussed and agreed with all in favour.
(c) Online consultation will go on the website with a simple yes/no. Distribute around schools also. Comms will put this together and send to Clerk. |
| 24/94 | Roads and Traffic Working Party
(a) Cllr Holmes reported that there will be an increase in police patrols as part of Operation Enduro focusing on motorbikes, and the C18 has been added as high risk bike routes.
(b) Cllr Holmes confirmed annual fee for the 3 ASW units down C18 is included in first year but that the next 3 to 4 years will need to be included in the budget. All in favour.
(c) It was agreed to set up a sub working group Dawn Rogers will join this, TOR will be needed. |
| 24/95 | BOAT'S
It would appear that Steep had been left out of the EH group, Cllr Oppenheimer had reported that there is a complete survey being carried out, Jenny attended the 2nd meeting. |

24/96 Steep Common

- (a) The Hampshire Monday group have removed the plastic fencing and posts which were a safety issue. The plastic needed removing as the saplings are getting large.
- (b) The gateway refurbishment needs further quotes, Cllr Cook mentioned we must not put gravel in the gateway otherwise HCC will not cut the grass. Grant application could cover cost.
- (c) The play equipment is in a bad state, swings surface a trip hazard. Quote so far of £1460 further 2 quotes needed.

24/97 Discuss D-Day 80

A grant was discussed, and it was agreed to allow £200 for goods/food etc after the event. All in favour, Cllr Duthie abstained.

24/98 GDPR

It was agreed going forward that Cllr Driver along with The Clerk will take this on with Cllr Hollington on an advisory role only. Terms of reference need to be set up.

24/99 Lengthsman

Cllr Duthie apologised, then withdrawn.

24/100 Meeting Calendar

It was requested to re-send the list to the Councillors.

24/101 Parish Drop in Sessions

The Chair was disappointed with the turnout and asked if everyone in favour of continuing these. It was agreed to carry on with the dates of 21st September 2024, 25th January 2025 and 14th June 2025.

24/102 Finance

- (a) The bank reconciliation to 10th April 2024 were approved with all in favour, Cllr Hollington abstained as his wife was a beneficiary.
- (b) Cheques and DDR were approved with all in favour (appendix).
- (c) It was agreed to transfer £20,000 from the HSBC account to the Lloyds account.

24/103 Confidential Session

Members of the public were as to leave the meeting at 9.01pm to allow confidential session.

24/104 Date and Time of next meeting

Monday 3rd June at 7.30 pm.

The meeting closed at 9.08 pm

APPENDIX

Cheques - payment 2024(already issued since last PC meeting)

Chq No.	Amount	Payee	Service
<u>Cheques - May payment 2024</u>			
100588	489.60	Parish On line	Website and planning software for year
100589	480.00	Hart Landscaping	Lengthsman
100590	81.00	J Hollington	Clerk Mentoring
100591	22.20	J Martin	Reimburse for stationery for Church Rd Workshop
100591	67.42	J Martin	Reimburse for APA refreshments
100592	1108.89	Clerk	Salary May
100593	20000.00	Steep Parish Council	Transfer of funds from HSBC account to Lloyds account
Subtotal	£451.45		

Direct Debits – May 2024

Invoice	Amount	Payee	Service
ISS0003694	£77.52	Inspired Information	Email, phone, Microsoft licences
Subtotal	£77.52		
TOTAL	£528.97		