STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
MONDAY 3rd March 7.30pm
STEEP VILLAGE HALL

Councillors are hereby summoned to a meeting of Steep Parish Council for the transaction of business set out below. Sam Marchant, Locum Clerk to the Council 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 meeting held 3rd February 2025
4. **Resignation of Cllr Waley-Cohen:** to note
5. **Notice of By-election or Co-option**
6. **Complaint conclusion and Formal apology**
7. **Public Comment**
8. **County Councillor Report:** to receive a report
9. **District Councillor Report:** to receive a report
10. **HALC report:** to consider recommended actions
    (a) Village Hall management committee: to agree
    (b) Agenda pack timescale: 7 days to agree
    (c) Items for the next agenda: to adopt item
    (d) Review with HALC in May: to agree
11. **Central Government Consultation on Hampshire's Devolution:** to note open
12. **SDNPA Local Plan Consultation:** to note Cllr Driver will be summiting PC response
13. **SDNPA Call for Projects 16th January – 25th April**
    (a) Common Entrance: to receive list of aims and design for the project from Cllrs Askew and Driver
    (b) to receive estimated costs
    (c) to agree to apply for funds
14. **The Common:** to receive a written report
15. **Combined working group:** to note ongoing work
16. **Footpaths/Rights of Way Re BOATs meeting of East Hants representatives**: to receive a verbal report from Cllr Martin
17. **APA:** an update on arrangements
18. **FOSC grant request:** to approve
19. **HCC Tree Team Services:** to receive costs
20. **Finance:**
    (a) to approve the HSBC bank reconciliations to 10th February 2025
    (b) to approve the Lloyds bank reconciliations to 31st February 2025
    (c) to note the payments & receipts report for February
    (d) to agree transfer £20,000 from HSBC to Lloyds and close the HSBC account at earliest opportunity
    (e) to approve cheques / direct debits payable for March
    (f) Internal Auditor: to approve
    (g) Conclusion of Audit 2023/2024: to note External Audit report complete
21. **Asset Register:** to approve
22. **Risk Register:** to approve

23. **Policies:**
    (a) GDPR: to adopt the following
        i) Data Security
        ii) Bring Your Own Device
        iii) Data Retention
    (b) Anti Bullying and Harassment: to adopt
24. **TORs:** to receive for Footpaths Cllr Duthie
25. **Correspondence received**
    (a) Email received: Request from FOSC for use of the Common for a car park 24 August: to agree
    (b) Email received: suggestion to install kissing gates
26. **Date and time of next meeting:** Monday 7 April 2025 7.30pm at Steep Village Hall