STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
TUESDAY 7th OF JULY 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, 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 2nd June 2025
4. **Co-option of new Councillor**
5. **Public Comment**
6. **County Councillor Report:** to receive a report
7. **District Councillor Report:** to receive a report
8. **EHAPTC AGM Wednesday 9 July:** to appoint a Cllr to attend
9. **SDNP Partnership Management Plan Consultation closing date 1 August:** to agree to submit comments and appoint lead Councillor
10. **Roads and Traffic (FS/PG/AH)**
    a) To receive a written report
    b) To appoint a lead Councillor
11. **War Memorial** (CD/FS): To receive a written report (CD)
12. **Footpaths** (CD/FS): To receive a written report (CD)
13. **Steep Marsh:** To agree a letter PC to Hampshire Highways inviting them for a site visit (AH)
14. **Combined working group:** (AD/RH/FS/CD/SA)
    a) To receive collated responses following the Public Drop In on 14th June
    b) To receive recent drawings/designs and agree collation of all previous drawings
    c) To agree a Parish wide survey (AD)
15. **Common** (SA/PG/TC/CD)
    a) To receive a written report, to include Play Equipment and Circular Benches
    b) Bonfire Agreement: to review
    c) Common Entrance: to discuss access options
    d) HCC Tree Survey: to report actions
16. **Finance and Admin:**
    (a) to approve the HSBC bank reconciliations to 10th June 2025
    (b) to approve the Lloyds bank reconciliations to 31st June 2025
    (c) to approve Finance Summary Actuals vs Budget and list of payments & receipts report
17. **IT / Website/ Marketing & Communication:**
    (a) To receive GDPR and IT Activity flowchart of required works (RH)
    (b) To agree the setting up of the IT Working Group to review all IT provision
    (c) Website: to agree purpose/objective and outline of how to achieve these (AH)
    (d) Document Management Policy: to adopt (AH)
18. **Safeguarding Vulnerable Adults & Children Policy:** for adoption (RH/AD/AH)
19. **Correspondence**
    (a) Email – Request to use the Common for Group Exercise
    (b) Grant Application: to approve
20. **Items for the next agenda:** to receive items
21. **Date and time of next meeting:** Monday 1st September 7.30pm

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