STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
Monday 1 December 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 Monday 3 November 2025
4. **Notice that the Council is free to Co-opt for the Councillor vacancy**
5. **Responsibilities/Working groups**: to appoint
   a) Social Media/Communications
   b) Steep Marsh
6. **Public Comment**
7. **County Councillor Report:** to receive a report
8. **District Councillor Report:** to receive a report
9. **Hampshire County Council Budget Consultation for 2026/27:** to note open until 7th December
10. **SDNPA's Community Infrastructure Levy call for projects 2025/26:** to note open until 31st March
11. **Steep and Stroud Newsletter:** approval for the Newsletter to feature on the PC website
12. **Roads and Traffic (CD/AI)**
    a) Church Road 20mph: to update (AI)
    b) Steep Marsh Traffic Survey: to include update on data protection compliance and implementation (AH)
13. **Combined Project (AD):** to receive recommendations and agree next steps
    a) To appoint contract designer (AD)
14. **Common (SA/CD/TC/AI)**
    a) To receive a written report (SA)
    b) Bonfire agreement: to review and approve (SA)
    c) Play Equipment ROSPA report: to agree actions (SA)
15. **Footpaths (AI/CD):** to receive a condition report
16. **Grant Opportunities (AI/CD):** to receive a report
17. **Village Hall/SWMVHC**: to receive a verbal report (AH)
18. **Standard Operating Procedures:** to adopt (AD)
19. **Policies/Procedure for review**
    a) Complaints Policy
20. **Finance and Admin:**
    a) to approve the HSBC bank reconciliations to 10 November 2025
    b) to approve the Lloyds bank reconciliations to 30 November 2025
    c) to approve Finance Summary Actuals vs Budget and list of payments & receipts report
21. **Budget and Precept Proposal:** to approve
22. **Items for the next agenda:** to receive items
23. **Date and time of next meeting:** Monday 12 January 7.30pm