



**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](mailto: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 1 December 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. **SSEN Transformer (AD):** to receive an update

9. **New Housing Development:** suggested road name The Green, other suggestions welcome

10. **Roads and Traffic (CD/AI):** Church Road 20mph: to update (AI)

11. **Steep Marsh (AH/BH):**

a) Water runoff from Brickyards (AH)

b) Traffic survey & Cameras (AH)

c) Planning letter response SDNP-25-02138- FUL Microbrewery (AH)

12. **Combined Project (AD):** to appoint contract designer (AD)

13. **Common (SA/CD/TC/AI):** to receive a written report (SA)

14. **Steep Church Parking Agreement:** to appoint Cllr to draft

15. **Footpaths (AI/CD):** to update on progress (AI)

16. **Grant Opportunities (AI/CD):** to receive plan (AI)

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 December 2025

b) to approve the Lloyds bank reconciliations to 31 December 2025

c) to approve Finance Summary Actuals vs Budget and list of payments & receipts report

d) Bank signatory/authoriser: to remove AD and appoint replacement

21. **Budget Proposal:** to approve

22. **Grant Applications:** for approval

a) Steep & Stroud Newsletter

b) Hounds for Heroes

c) Steep Cricket Club

23. **APM Speaker:** to receive suggestions

24. **Items for the next agenda:** to receive items

25. **Date and time of next meeting:** Monday 2 February 7.30pm