MINUTES OF A MEETING OF
Steep Parish Council
Held on Tuesday 5 May 2026 at 7.30pm
in Steep War Memorial Village Hall

Present: Councillors Alison Driver (Chair), Charlotte Duthie (Vice), Shannon Askew, Robin Hollington, Terry Cook, Andrew Inkley, Barry Haywood and Paul Nayton.
Sam Marchant (Clerk)
1 member of the public

Minute Ref	Item
26/92	**Apologies for absence** No apologies recorded.
26/93	**Declarations of interests** Cllr Hollington declared an interest as his business supplies the Council's email accounts.
26/94	**To note Councillor vacancy is for election or co-option** Notice that the Council were free to co-opt for the vacancy. **Action:** Advertise vacancy in newsletter and on the PC website and noticeboards. (SM) Co-option for June agenda (SM)
26/95	**Approval of minutes** To approve the minutes of the meeting held on Monday 13 April 2026. The minutes of the meeting held on Monday 13 April reviewed; they were then approved by Councillors and signed by the Chair.
26/96	**Public Comment** **Discussion points:** A resident raised concerns about potential siting of an SSEN transformer as suggested locations include small green spaces near the Village Hall; concern about loss of green/open space. SSEN had reviewed four possible sites.
26/97	**County Councillor Report**: to receive a report Not available.
26/98	**District Councillor Report:** to receive a report Not available.

26/99 **Potential SSEN transformer:** to receive update (AD)

Discussion points:

Proposal relates to improving electricity supply to a section of houses along Church Road.

Removal of approximately 30 houses from the current supply could strengthen the network.

Concern raised about loss of green space if sited on Village Hall land.

Alternative sites (including Bedales land or nearby fields) were discussed.

Questions were raised regarding access routes, feasibility, and cost implications.

Action:

Request details of all alternative sites considered

Ask whether Bedales land or other nearby land could be used

Cllrs to send AD any other questions for SSE

AD to collate questions and send to SEE

26/100 **S106 Church Road Public Open Space:** to receive an update (BH)

Discussion points

Concern raised about losing control if the land is managed by a third-party management company.

Open space must legally remain, but management and maintenance responsibilities are unclear.

Risks identified:

- Long-term maintenance burden
- Financial contributions potentially required from the Parish Council
- Residents' management capacity (only 9 houses involved)

Questions around:

- Legal agreements
- Maintenance obligations (including ditch and pathways)
- Whether Village Hall land should connect to the open space
- Parking pressures and use of Village Hall car park

Decision required by November.

Actions:

Prepare pros and cons analysis (BH)

Circulate draft contract when available (BH)

Gather examples/case studies of similar arrangements (BH)

Submit questions to SDNP regarding restrictions (BH)

Cllrs to send BH any other questions for SDNPA/Developer

26/101 **Church Road 20mph:** to receive an update (AI/PN)

Discussion points:

£1,000 design phase cost (not application fee).

Estimated total project cost ~£20,000 (for signage only).
Possible measures discussed:
- Pinch points/chicanes
- Road markings
- Speed calming features (ramps debated as potentially unsuitable)

Extent of scheme under consideration (Cricketers to School or beyond).

Community consultation already undertaken; further engagement may follow.

Police approval required.

Actions:
Contact Greatham and Selborne Parish Councils for feedback on pinch points (SM)
Continue development of application (AI)
Report faulty signage on main road (CD)

26/102 **Steep Common:** Bootcamp/exercise agreement: to approve

Discussion points:
General support for encouraging local business use of the Common.
Agreed principle of charging structure based on attendance:
- £5 (1–10 participants)
- £10 (11–20 participants)
- Need to balance income generation with community use.
- Agreement should remain flexible and subject to review.
- Monthly invoicing proposed.

Actions:
Circulate draft agreement prior to issuing (SM)

26/103 **Finance and Admin:**

a) To approve the Lloyds bank reconciliations to 31 April 2026
Approved.

b) To approve Finance Summary Actuals vs Budget and list of Payments & Receipts report
Approved.

c) Proposal to open a Lloyds Business Easy Access Account: for approval
Approved. Clerk to action.

d) Lloyds Bank Approvals: agree Cllrs to be added
Agreed to add Cllr Nayton to signatory.

26/104 **APA & AGM Agendas:** to confirm plans

Discussion points:

Agendas approved.

Actions:

Purchase wine and nibbles (CD)

26/105 **Items for the next agenda:** to receive items

Roads and Traffic
SSEN Transformer
S106 (pros and cons)
War Memorial
Footpaths

26/106 **Date and time of next meeting:** APA/AGM Monday 11 May from 7:30pm – PC Meeting 1 June 2026

The next meeting was scheduled, APA/AGM, to be held on Monday 11 May from 7:30pm.

The meeting closed at 8:55pm.