STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
Monday 1 June 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:**
   i. to approve the minutes of the meeting held Tuesday 5 May 2026
   ii. to approve, in principle, the minutes of the Annual Parish Assembly held 11 May 2026
   iii. to approve, in principle, the minutes of the Annual General Meeting held 11 May 2026
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. **SDNP Local Plan Consultation 12 May – 23 June:** to agree to respond
9. **S106 Church Road Public Open Space:** to receive an update (BH)
10. **Church Road 20mph:** to receive an update (AI/PN)
11. **War Memorial:** to receive an update (AI)
12. **Footpaths:** to receive an update (CD)
13. **Common**
    i. Bonfire Agreement: review and for reissue to the Bonfire Committee for mutual agreement
    ii. Events Agreement: to note required for draft
    iii. Primary School Fencing: to discuss and agree response
14. **Finance and Admin:**
    a) Audit documents 2025/26
       i. Internal Audit Report
       ii. Section 1 – Annual Governance Statement
       iii. Section 2 – Accounting Statement
       iv. Notice of Exercise of Public Rights and Publication
       v. Conflict of Interest with BDO
    b) Approve the Lloyds bank reconciliations to 31 May 2026
    c) Approve Finance Summary Actuals vs Budget and list of payments & receipts report
15. **Policies for adoption**
    i. Vexatious Policy
16. **Confidential Business:**
    (a) to pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion of agenda items 16b and 16c where publicity might be prejudicial to the special nature of the business.
    (b) to receive all correspondence and advice relating to the enquiry regarding the Land at Church Road
    (c) to agree action to be taken
17. **Items for the next agenda:** to receive items
18. **Date and time of next meeting:** Monday 6 July 2026