STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
Monday 7 September 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 6 July 2026
4. **Public Comment**
5. **County Councillor and District Councillor Report:** to receive a report
6. **Action Lists Jan – August:** to review (All)
7. **Local Government/Community Asset Mapping** (All)
8. **S106 Church Road Public Open Space:**
   a) to receive an update on contract and discussion/decision to be made (BH)
   b) Public consultation (AD)
9. **Roads and Traffic**
   a) Church Road 20mph: to receive an update (AI/PN)
   b) Steep Marsh traffic survey: to receive an update (CD)
   c) Pothole reporting day (RH)
   d) Motorcycle noise survey (AD)
10. **War Memorial:** to receive an update (AI)
11. **Common**
    a) Bonfire Agreement: to confirm signed (SA)
    b) Events Agreement: to note in drafting (AD)
    c) Primary School Fencing: to receive an update (CD)
12. **Finance and Admin:**
    a) Approve Lloyds bank reconciliations to 31 August 2026
    b) Receive Finance Summary Actuals vs Budget and list of payments & receipts report
    c) Conclusion of Audit 2025-26
    d) Budget 2027-28: to ask Cllrs to think of any projects they would like to include
13. **Policies to note in drafting**
    a) IT Policy (AI/PN)
    b) GDPR and data protection (AI/PN)
    c) Data Retention (PN)
    d) Whistle blowing (PN)
14. **Items for the next agenda:** to receive items
15. **Date and time of next meeting:** Monday 5 October 2026