STEEP PARISH COUNCIL

PARISH COUNCIL MEETING
Monday 2 November 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 5 October 2026
4. **Public Comment**
5. **Correspondence received**
   a) Public land Church Road
   b) Land at Lythe Lane planning compliance enforcement
6. **County Councillor and District Councillor Report:** to receive a report
7. **Action List:** to review (All)
8. **S106 Church Road Public Open Space:** to receive an update (BH)
9. **Roads and Traffic**
   a) Church Road 20mph: to receive an update (AI/PN)
   b) Steep Marsh traffic survey: to receive quotes and approve (SH)
10. **War Memorial:** to receive an update (AI)
11. **Notice Board refurbishment:** to receive and approve quote (RH)
12. **Common**
    a) Events agreement: to note in drafting (AD)
    b) Maintenance agreement: to note in drafting (AD)
    c) Bin emptying service: to update (SM)
13. **Email/Microsoft 365 accounts:** to review quotes and agree action (AI)
14. **Finance and Admin:**
    a) Approve Lloyds bank reconciliations to 30 October 2026
    b) Receive Finance Summary Actuals vs Budget and list of payments & receipts report
    c) Budget 2027-28: to review
    d) Precept 2027-28: to review
15. **Petersfield Voluntary Care Group grant application: for approval**
16. **Tyler's Trust grant application: for approval**
17. **Policies to note in drafting**
    a) IT Policy (AI)
    b) Data Retention (PN)
18. **Items for the next agenda:** to receive items
19. **Date and time of next meeting:** Monday 7 December 2026