



**Steeple Claydon Parish Council
Notice of the May 2023 Annual Meeting of the Council**

To: All Members of Steeple Claydon Parish Council

You are hereby summoned to attend a meeting of the Parish Council at; The Village Hall, 48 Queen Catherine

Road, MK18 2PY - to be held on Tuesday 02 May 2023 at 7.30pm for the purpose of transacting the business

as set out below. Members of the press and public are welcome.

AGENDA

1. Welcome by Chairman

2. Nomination and Election of Chairman

3. Nomination and Election of Vice Chair/s

4. Nomination and Election to the following working groups - Councillors are asked to identify the group to which they wished to be assigned. Chairs of these groups will be determined at the first group meeting.

Events / Finance and Funding / HR / Planning Developments & Roads / Recreation Ground / Communication / Street Furniture / Vicarage Orchard / Village Hall, Library & Cottage / HS2 & EWR

5. Chairman's Comments

To receive a report on matters not on the agenda but of interest to the Council and Parish

6. Public Participation – Standing Orders are set aside to allow for public participation

7. To review, update and reinstate;

i. Standing Orders

ii. Financial Regulations

iii. Code of Conduct

iv. Policies

8. Apologies

To receive Councillor's apologies and approve reasons for absence

9. Declarations of Interest

To receive declarations of interest and dispensations in respect of matters contained in this agenda

10. Minutes

To approve and sign the minutes of the meeting held on 04 April 2023

Matters arising from the minutes

11. Action Point List – to go through and update completed actions for the last month.

12. Working Groups Update on activities and recommendations:

Finance

a. To approve the payments listed in the cheque run for the month

b. Claydons Magazine update – Cllr Mahon

Recreation Ground

a. Report from Recreation Ground team

b. MUGA lights PIP – Cllr Le Tissier

c. Outdoor exercise equipment submissions - Clerk

d. CCTV monitoring

e. Flooding in NER car park – Cllr Le Tissier

f. Overgrown tree reported - Clerk

g. School planting wildflower seeds for KC3 - Clerk

Village Hall, Library & Cottage

a. Report from Village Hall team



- b. Radiator leak by fire door – plumber booked
- c. School planting up planters at hall/pump for KC3 - Clerk

Vicarage Orchard

- a. Any updates
- b. Bird boxes and bug hotels – Cllr Proffitt
- c. CCTV

Communications

- a. Any updates

Events

- a. **Kings Coronation Big Pic-Nic** event at the recreation ground – this Sunday 07 May 2023
- b. **Fireworks – 04/11/23**
- c. Traffic cone costs – Cllr Le Tissier

Street Furniture

- a. Any updates
- b. Notice boards update – locations and styles - Clerk
- c. Bench on Chaloner's Hill update – Cllr Proffitt

13. Planning

23/01218/APP - 50 Vicarage Lane Steeple Claydon Buckinghamshire MK18 2PR Householder application for part ground, part first floor extension to rear in render with velux window

DATE COMMENTS REQUESTED BY:- 17 May 202

– No Objections / Supports / Opposes

14. Youth Parish Council - Cllr Mitchell

15. HS2 / E-W Rail Any Updates – Cllr Mahon

16. Road Safety Strategy – Any update – Cllr Haest / School road safety mtg 02/05 - Clerk

17. Emergency Village Plan for BC – any update – Cllr Haest

18. Annual Parish Meeting 7.30pm on 24 May 2023

19. Future agenda Items

Councillors are invited to propose items for next month's agenda.

Date of next meeting: Tuesday 06 June 2023 at the Village Hall

Ms Hannah Holmes

Proper Officer and Clerk to the Council

27/04/2023

In accordance to the Data Protection Act 2018, all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the Clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its working groups will be deemed as the person having given consent to be recorded (photograph, film, audio recording) at the meeting, by any person present. A person or persons recording the Parish meeting are reminded that the 'Public Participation Session' period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.