



## Steeple Claydon Parish Council

### Notice of the JUNE 2024 monthly meeting of the Parish 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 04 June 2024 at 7.30pm** for the purpose of transacting the business as set out below. Members of the press and public are welcome.

#### AGENDA

- 1. Apologies** - To receive Councillor's apologies
- 2. Declarations of Interest** - To receive declarations of interest and dispensations in respect of matters contained in this agenda
- 3. Minutes** - To approve and sign the minutes of the meeting held on 16 May 2024
  - a. Matters arising from the minutes
- 4. Chairman's Comments** - To receive a report on matters not on the agenda but of interest to the Council and Parish
  - a. Any update for the Parish from SCPC
- 5. Public Participation**
- 6. Clerk report**
- 7. Action Point List** – to go through and update completed PC actions for the last month.
- 8. Neighbourhood Watch** –
- 9. Neighbourhood Plan Review** – any update - Cllr Haest/Clerk
- 10. Road Safety Strategy**
  - a. Update from working group – Cllr Haest/ Cllr Mahon
  - b. MVAS training update – Cllr Haest
- 12. Working Groups Update on activities and recommendations:**
  - A. Finance**
    - a. To approve the payments listed in the finance run for the month
    - b. Assurance review for year ending 31 March 24To agree and Chairman to sign;  
Review of Internal Auditors report  
To agree and Chairman to sign  
Approval of Annual Governance Statement  
To Agree and Chairman to sign section 1 of the Annual Return  
Approval of Annual Accounting Statement  
To agree and Chairman to sign section 2 of the Annual Return
  - c. Update on Unity/Barclays/Lloyds bank – Clerk / Cllr Mahon
  - B. Recreation Ground**
    - a. Report from Recreation Ground team
    - b. Children's corner update – ROSPA report – landscaping start date 17/06
    - c. Matting upgrade in children's corner - Clerk
  - C. Pavilion Project**
    - a. Update from working group

**D. Village Hall, Library & Cottage**

- a. Report from Village Hall team
- b. Any Library business:
- c. Cottage drainage issues – all Cllr’s
- d. Village Hall roof update – in Library & Kitchen – Clerk / Cllr Mahon / Cllr Myhill
- e. finger post update – Cllr Myhill / Cllr Haest

**E. Vicarage Orchard & Biodiversity** - Any updates

- a. Signage – date of installation
- b. Benches – date of installation – 21/06/24

**F. Youth Council** – any update Cllr Pillai

**G. Communications** - a. Any updates

**H. Street Furniture**

- a. Noticeboards update; Coop noticeboard – PA update – Cllr Haest
- b. Village name plates and x5 words safety message - Clerk

**I. Events** - a. Upcoming events:

- i. Fireworks event 2024 – Cllr E O’Dell - any updates

**J. HS2 / E-W Rail** a. Any Updates - Cllr Mahon

**K. Planning: 24/01507/ALB** - Rhenolds Close 28 North End Road Steeple Claydon Buckinghamshire MK18 2PG Listed building application for repair to spine beam and erection of french drain : DATE COMMENTS REQUESTED BY:- 17 June 2024  
**24/01523/ALB** - 11 Queen Catherine Road Steeple Claydon Buckinghamshire MK18 2PZ Listed building application for erection of outbuilding for use as carport and annex with home office and gym over DATE COMMENTS REQUESTED BY:- 18 June 2024

**24/01522/APP** - 11 Queen Catherine Road Steeple Claydon Buckinghamshire MK18 2PZ Householder application for erection of outbuilding for use as carport and annex with home office and gym over DATE COMMENTS REQUESTED BY:- 18 June 2024

**24/01528/APP** - 5 Old School Lane Steeple Claydon Buckinghamshire MK18 2SB Householder application for detached carport : DATE COMMENTS REQUESTED BY:- 18 June 2024

**24/01551/AGN** - Elm Tree Farm West Street Steeple Claydon Buckinghamshire MK18 2LJ Erection of general purpose steel framed farm building for the storage of farm machinery, farm produce and farm inputs DATE COMMENTS REQUESTED BY:- 5 June 2024

**14. Future agenda Items** - Councillors are invited to propose items for consideration for the next agenda.

**15. Date of next meeting: Tuesday 02 July 2024 at the Village Hall**

**16. Confidential Items** - That under the Public Bodies (Admission to Meetings) Act 1980, the public and representatives of the press and broadcast media is excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**Ms Hannah Holmes**  
**Clerk to the Council**

**30/05/2024**

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.