



Steeple Claydon Parish Council

Notice of the MAY 2025 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 06 May 2025 at 7.30pm** for the purpose of transacting the business as set out below. Members of the press and public are welcome.

AGENDA

- 1. Nomination and election of Chair of the Council** - To receive nominations for the position of Chair of the Council and to elect a Councillor to that position - Acceptance of Office of Chair to be signed
- 2. Nomination and election of Vice Chair** - To receive nominations for the position of Vice-Chair of the Council and to elect a Councillor to that position - Acceptance of Office of Vice-Chair to be signed
- 3. All member Cllrs to sign Declaration of Acceptance of Office / Pecuniary Interest Forms after Local Elections**
- 4. Welcome by Chair**
- 5. Apologies** - To receive Councillor's apologies
- 6. Declarations of Interest** - In accordance with Sections 30 (3) and 235 (2) of the Localism Act 2011; To receive declarations of interest and dispensations in respect of matters contained in this agenda
- 7. Public Participation** – Standing Orders are set aside to allow for public participation - The period for public participation shall not exceed 15 minutes.
- 8. Minutes** - To approve and sign the minutes of the meeting held on 01 April 2025
 - a. Matters arising from the minutes
- 9. To consider rationalising the working groups as below; Cllr Le Tissier**

Planning and Development – to include; Planning Developments and roads / Street Furniture / EWR & HS2 / Neighbourhood Plan / Best Kept Village

Properties and Facilities – to include; Village Hall, Cottage & Library / Recreation Ground / Vicarage Orchard / Pavilion Project

To retain: HR – Finance & Funding – Events – Communications – Youth Council

- Appointment of members to working groups to follow and Chairs of these groups will be determined at the first working group meeting.
- 10. To review, update and reinstate;**
 - i. Standing Orders
 - ii. Financial Regulations
 - iii. Code of Conduct
 - iv. Procurement Policy
- 11. Chairman's Comments** To receive a report on matters not on the agenda but of interest to the Council and Parish
 - a. Any update from Buckinghamshire Council
 - b. Any update for the Parish from SCPC
- 12. Confirmation of arrangements for insurance cover:** To note that the Council is currently insured through Clear Councils Insurers. The Policy Schedule is circulated to Councillors as confidential. The current arrangements expire on 01 June 2025. The broker will offer renewal terms well before the renewal date. Clerk has gone out for comparison quotes.
- 13. Clerk report**

14. Caretakers report

15. Council Action Point 'To Do' List – to go through and update completed PC actions for the last month.

16. Neighbourhood Plan Review – any update from working group?

17. Road Safety Strategy a. Any update from working group?

18. Working Groups Update on activities and recommendations:

A. Finance a. To approve the payments listed in the finance run for the month of May 2025

b. Annual 2024/25 accounts report being prepared for internal auditor - RFO

c. Update banking mandates – Barclays & Unity – RFO/Finance Cllrs

B. Recreation Ground - a. Update from working group?

b. Pavilion boiler repair quote/s

C. Pavilion Project - a. any update?

D. Village Hall, Library & Cottage a. Update from working group

b. Any Library business: Closing of FOSCL and petty cash query - Librarian

c. Hall boiler repair quote/s - Cllr Mahon

E. Vicarage Orchard - a. Any update from working group?

F. Youth Council – Update from Cllr Shergold

G. Communications - a. Any updates? A Cllr to write Claydons magazine article.

H. Street Furniture - a. Update from working group

a. New bench for North End Road / Buckingham Road corner

I. Events - a. Upcoming events: a. Any update from working group?

J Best Kept Village a. Any update from working group?

K. HS2 / E-W Rail

a. Any Updates? - Cllr Mahon

b. Requested litter pick on footpath by the EWR line on Wednesday 21 May – contact Clerk to join in

L. Planning: none received as at 30/04/25

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

20. Date of next meeting: 7.30pm Tuesday 02 June 2025 at the Village Hall - Annual Parish meeting on 24 May 25

21. 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

30/04/2025

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.