



Steeple Claydon Parish Council

Notice of the OCTOBER 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 07 October 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. Welcome by Chair

2. Apologies - To note any Councillor's apologies

3. Declarations of Interest - To receive declarations of interest and dispensations in respect of matters contained in this agenda

4. Minutes - To approve and sign the minutes of the meeting held on; 02 September 2025

a. Matters arising from the minutes

5. Councillor Co-Option – to consider any co-option applications received

6. Chairman's Comments - To receive a report on matters not on the agenda but of interest to the Council and Parish

7. Update from Unitary Ward Cllr – Cllr F Mahon

8. Public Participation: The PC meeting will close for this section.

9. Clerk report: September monthly report

10. Caretakers update: September monthly report

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

12. Neighbourhood Watch – any update

13. Road Safety Strategy - Any update from working group

14. Working Groups Update on activities and recommendations:

A. Planning and Development – *includes; Planning, Developments and Roads / Street Furniture / EWR & HS2 / Neighbourhood Plan / Best Kept Village;*

a. NHPlan update – Cllr Le Tissier

b. Update on HS2 Mitigation fund queries - Cllr Mahon

c. **Reference: PL/25/3761/TP**

Application type: Works to trees subject to a Tree Preservation Order (TPO)

Location: 5 Old School Lane, Steeple Claydon, Buckinghamshire, MK18 2SB

Proposal: Oak Tree, Heavy pruning to branches (pollarding) as they are overhanging close to residential property (Within 5 metres). There will be a minimum of 4 metres off the top of the crown and all the way around a minimum of 2.5 metres off. Branches have fallen and damaged roof tiles because the tree is twice the height of the residential property.

The statutory 21-day period for this application ends 10 October 2025

B. Properties and Facilities – *includes; Village Hall, Cottage & Library / Recreation Ground / Vicarage Orchard / Pavilion Project*

- a. Tractor & Fireworks shed roller door quotes: Clerk / Cllr Le Tissier
- b. Pavilion refresh quotes: Clerk / Cllr Le Tissier
- c. Pavilion refresh costs \$106 and VAT query to BALC - Clerk
- d. Kitchen & Library interior works quotes – Clerk
- e. Hall boiler update – Clerk
- f. Kitchen flooring repair - Clerk
- g. Etesia repair update – Cllr Le Tissier
- h. VO - chainsaw sculpture from Leylandi stump quote - Clerk
- i. PAT testing quote for hall/pavilion - Clerk

C. Finance

- a. To approve the payments listed in the finance run for October 2025 - RFO
Cllr to approve BACS run before Friday 10 October 2025
- b. PKFLittlejohn 2024/25 external audit report update – RFO
- i. Finance Risk Assessment document.
- ii. Income and Expenditure V Payments and Receipts.

D. Youth Council - any update – Cllr A Shergold

E. Communications - any update from working group

- a. Registrar of gov.uk domain – Cllr Watts
- b. Monthly magazine article to be produced – Cllr Le Tissier
- c. Confirm SCPC meeting dates for 2026 - Clerk

F. Events - a. Fireworks update – **Saturday 01/11/2025** - Cllr Le Tissier

- b. Farmers Market – Cllr Le Tissier

15. Public Spaces Protection Order Extension – BC Anti-Social Behaviour, Crime & Policing Act 2014, Section 60(2)

16. Village Emergency Plan – Cllr Le Tissier

17. Rosefield Solar Farm – any update - Cllr Mahon

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

19. Date of next meeting: Tuesday 04 November 2025 at the Village Hall

20. 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

02/10/2025

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.