



Steeple Claydon Parish Council

Notice of the NOVEMBER 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 04 November 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; 07 October 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: October monthly report

10. Caretakers update: September & October 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 NHPlan digital platform costs – Cllr Le Tissier

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. Kitchen & Library interior works quotes – Clerk

d. Etesia repair update – Cllr Le Tissier

e. Claydon Cycling Club request for storage - Clerk

C. Finance

a. To approve the payments listed in the finance run for November 2025 - RFO

- b. Cllr to approve BACS run before Friday 07 November 2025
- c. Date for budget and precept 26/27 meeting – RFO/All Cllrs
- d. Annual review of appointment of internal auditor and letter of engagement - RFO

D. Youth Council - any update – Cllr A Shergold

- a. To note; Family Hub Team from BC hosting a community meeting at SCPSchool on 13 November 10-11am

E. Communications - any update from working group

- a. Registrar of gov.uk domain update – Cllr Watts
- b. Monthly magazine article to be produced – Cllr Le Tissier

F. Events

- a. Fireworks update – **Saturday 01/11/2025** - Cllr Le Tissier
- b. Farmers Market – any update Cllr Le Tissier
- c. RBL Poppy wreaths x2 for Remembrance Sunday – Cllrs to attend - Cllr Mahon

15. Rosefield Solar Farm – any update - Cllr Mahon

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

17. Date of next meeting: Tuesday 02 December 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.
- a. Staffing update.

Ms Hannah Holmes
Clerk to the Council

29/10/2025

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.