

Steeple Parish Council

Locum Parish Clerk / RFO: Joanna Jeffery
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Dear Councillor

You are requested to attend the forthcoming meeting of Steeple Parish Council to be held on

Wednesday 11th. February 2026 at 7pm in the village hall

for the purpose of transacting the business ONLY shown on the agenda

Joanna Jeffery — Joanna Jeffery – Locum Parish Clerk to the Council – 4th February 2026

The Press and Public are welcome to attend

AGENDA

If members of the press or public are present.

Does any member of the public or press wish to film or otherwise record the meeting?

You are reminded that:

- Members of the public or officers present at a meeting may not be filmed without their consent
- Any persons under the age of 18 may not be filmed regardless
- Any recording must be done in a way that does not disrupt the meeting
- No oral commentary is permitted during the meeting and
- No recording is permitted of any part of a meeting which is closed to the public.

Anyone who objects to being filmed, recorded, photographed or otherwise reported, and children and vulnerable adults now have an opportunity to declare their presence.

016/2026 Apologies for Absence

017/2026 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda

018/2026 To approve the Minutes of meeting held 14th January 2026

To approve minutes of meeting held 14th January 2026.

019/2026 Public Participation Session. The Chairman will invite questions and observations from members of the public present. A maximum time of **15 minutes** will be allowed

020/2026 Highways issues

021/2026 Planning Application/s

022/2026 Planning Appeals affecting Steeple

023/2026 Planning Decision/s made by MDC affecting Steeple

024/2026 Finance

- 1) To receive the Bank reconciliations as at 31st. December 2025 and 31st January 2026.
- 2) To receive the comparison of Actual to Budget 2025/2026
- 3) To approve the payment of Accounts for January and February 2026 and to agree a transfer of funds to meet the Parish Council's financial requirements

025/2026 Essex Pension Fund

"As required by legislation, notice is hereby given that the Clerk will be eligible for membership of the Local Government Pension Scheme operated by Essex County Council, following the necessary 7 days public notice."

To discuss and pass any resolution as necessary.

026/2026 Standing Orders

To review Standing Orders

To discuss and pass any resolution as necessary.

027/2026 Financial Regulations

To review Financial Regulations

To discuss and pass any resolution as necessary

28/2026 Statement of Internal Control

To discuss and review Statement of Internal Control.

To discuss and pass any resolution as necessary.

029/2025 Asset Register

To update, to discuss and pass any resolution as necessary.

030/2025 Steeple Playing Field

To discuss quotes received.

To discuss and pass any resolution as necessary.

031/2025 Date of Next Full Council meetings – Wednesday 11th March 2026

032/2025 Councillors to note the 2026 meeting dates: 11.03.26: 08.04.26: 13.05.26: 10.06.2026: 08.07.2026: 12.08.2026: 09.09.2026: 14.10.2026: 11.11.2026 and 09.12.2026.

033/2025 Any other business

034/2025 Items for Next Agenda

035/2025 Closure of the Meeting

To Close the meeting having considered and determined all items of business