

Steeple Parish Council

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Minutes of the Parish Council meeting on Wednesday 14th. January 2026 at 7pm in Steeple Village Hall

Present: Cllrs J. Partridge (Chair), C. Poulter, K. Potten
Joanna Jeffery Locum Parish Clerk.

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.

001/2026 Apologies for Absence

Cllr Sally Wilson and Cllr Robert Wilson.

002/2026 Declaration of Interest

To declare any Pecuniary, Registerable or non-Registerable Interest relating to items on the agenda
There was none.

003/2026 To approve the Minutes of meeting held 10th December 2025

To approve minutes of meeting held 10th December 2025.

Proposed by Cllr Potten, seconded by Cllr Poulter.

RESOLVED: The minutes of the meeting held 10th December 2025 were duly signed by Cllr Partridge, Chair.

004/2026 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.

None.

005/2026 Highways issues

Cllr Partridge informed that Essex County Council had carried out clearing of drains in the village.

Cllr Poulter informed there is a large pothole at the junction of Batts Road, Cllr Poulter will report to Essex Highways.

006/2026 Planning Application/s

There were none.

007/2026 Planning Appeals affecting Steeple

There were none.

008/2026 Planning Decision/s made by MDC affecting Steeple

There were none.

009/2026 Finance

- 1) To receive the Bank reconciliations as at 31st. December 2025 – deferred to next meeting.
- 2) To receive the comparison of Actual to Budget 2025/2026, proposed by Cllr Potten, seconded by Cllr Poulter.
- 3) To approve the payment of Accounts for December 2025 & January 2026 and to agree a transfer of funds to meet the Parish Council's financial requirements.

Cllr Partridge proposed approval of payment of accounts for December 2025 and January 2026 and to make a transfer of £2,000 to meet the Parish Council's financial requirements, seconded by Cllr Potten.

010/2025 Asset Register

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

Members had a brief discussion regarding village assets; it was agreed by all to agenda for next meeting.

011/2025 Date of Next Full Council meetings – Wednesday 11th February 2026

012/2025 Councillors to note the 2026 meeting dates: 11.02.26: 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.

013/2025 Any other business

It was agreed by Members to obtain two further quotes for the reinstatement of the playing field. Cllr Poulter will obtain quotes for a wooden disabled access gate for the playing field, with a view to apply for a grant.

The Clerk was asked to obtain details of the De-fib Custodian.

014/2025 Items for Next Agenda

Playground Inspection Report.

015/2025 Closure of the Meeting

To Close the meeting having considered and determined all items of business
Meeting closed at 8.13pm.