

Steeple Parish Council

Locum Parish Clerk / RFO: Kevin B. Money
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<https://e-voice.org.uk/steepleparishcouncil/>



Dear Councillor

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

THURSDAY 22nd. MAY 2025 immediately after the Annual Parish Assembly in the Village Hall

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

KBMoney - Kevin B. Money – Locum Parish Clerk to the Council – 16th. May 2025

The Press and Public are welcome to attend

ANNUAL MEETING AGENDA

037/2025 Apologies for Absence

038/2025 Co-option

Councillors are requested to receive written applications for the office of Parish Councillor and co-opt a candidate to fill the vacancies for the Steeple Parish Council

The Candidates having completed a short application form and confirmed their eligibility for the position of Councillor within the statutory rules (Local Government Act 1972 section 79).

039/2025 Election of Chair for the 2025/26 year

The Chair to sign the Declaration of Acceptance of Office form

040/2025 Election of Vice-Chair for the 2025/26 year

The Vice-Chair to sign the Declaration of Acceptance of Office form

041/2025 Declaration of Interest

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

042/2025 To approve the Minutes of the last Full Council meeting of Steeple Parish Council

To receive and agree the minutes of the STPC Extra-Ordinary meeting held on 28th. April 2025

To receive and agree the minutes of the STPC meeting held on 12th. March 2025

043/2025 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

044/2025 Essex County Councillors report – Report sent prior to the meeting. It can be found at <https://e-voice.org.uk/steepleparishcouncil/supporting-documents/2025/>

045/2025 Maldon District Councillors report

046/2025 Highways issues

047/2025 Planning – including any Current Planning Applications requiring a response

048/2025 Planning Decision/s made by MDC affecting Steeple

24/00967/LDE - Agricultural Barn At Batts Farm Batts Road Steeple

Claim for lawful development for an existing use of a building as an independent dwelling for a period exceeding four years. **APPROVE**

24/00968/LDE - Caravan At Batts Farm Batts Road Steeple

Claim for lawful development certificate for erection of a building and its continued use as an independent dwelling for a period exceeding ten years and use of land as domestic garden for a period exceeding ten years. **APPROVE**

049/2025 2024/2025 Annual Return

- 1) To Receive the Internal Auditors report for 2024/2025
- 2) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2024/2025
- 3) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2024/2025

050/2025 Finance

- 1) To receive the Bank reconciliations as at 30th. April 2025
- 2) To receive the comparison of Actual to Budget 2025/2026
- 3) To approve the payment of Accounts for May '25 and to agree a transfer of funds to meet the Parish Council's financial requirements

051/2025 Date of Next Full Council meetings – Wednesday 9th. July 2025 at 7pm

052/2025 Councillors to note the 2025 meeting dates: 10.09.25: 12.11.25

053/2025 Items for Next Agenda

054/2025 Closure of the Meeting

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