

STAPLEFORD PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

To Members of Stapleford Parish Council

You are hereby summoned to attend the **MEETING OF STAPLEFORD PARISH COUNCIL** to be held on **THURSDAY 3rd July 2025 at 7.00pm** in the Jubilee Pavilion, Gog Magog Way, Stapleford to transact the business in the agenda shown below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press) but it is not a public meeting. Members of the public may contribute their views and comments prior to the start of the meeting.

Public Participation Section:

Each person has a maximum of 3 minutes to express their views unless there is a group of people attending on one item, when it is expected that there will be one person acting as spokesperson. Public participation will take a maximum of 15 minutes, after which members of the public will no longer be able to address the Council unless invited to do so by the Chair.

Max Barrett

Stapleford Parish Clerk

26 June 2025

AGENDA

141.2025 Apologies

To receive, and consider for approval, apologies for absence and reasons given.

142.2025 Declaration of Members Interest

- a) To receive declarations of interest from Councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interests.
- c) To grant any requests for dispensation as appropriate.

143.2025 Minutes of the previous meeting

To approve the minutes of the Parish Council meeting held on 5th June 2025.

144.2025 Items to be taken into private session

To determine which items, if any, of the agenda should be taken with the public excluded.

145.2025 SCDC & CCC Councillors reports

To receive reports from District and County Councillors.

146.2025 Neighbourhood Plan

To receive an update on the Neighbourhood Plan.

147.2025 Planning

To consider planning policies, applications and appeals received and resolve to submit comments where appropriate.

a) SCDC Notifications:

No applications received in June.

148.2025 Finance

a) To consider and agree the May bank reconciliation calculated through the Scribe accounting system against the bank statements emailed to all Councillors in advance of the meeting.

Bank Reconciliation at 31/05/2025	
Cash in Hand 01/04/2025	302,080.77
ADD Receipts 01/04/2025 - 31/05/2025	68,247.23
	370,328.00
SUBTRACT	
Payments 01/04/2025 - 31/05/2025	38,191.03
A Cash in Hand 31/05/2025	332,136.97
(per Cash Book)	
Cash in hand per Bank Statements	
Petty Cash	0.00
Lloyds 2 Account	288.29
Long Term Stocks & Bonds	0.00
Sapphire	18,126.58
Hallmark	58,179.05
Lloyds Current	10,099.31
Unity Bank	257,812.70
	344,505.93
Less unrepresented payments	12,368.96
	332,136.97
Plus unrepresented receipts	
B Adjusted Bank Balance	332,136.97
A = B Checks out OK	

b) To consider and agree the payments presented on the schedule provided to Parish Councillors by email in advance of the meeting.

149.2025 Pavilion Management

a) To receive an update on any matters concerning the pavilion upgrade work.

b) To consider quotes for piano removal and disposal.

c) To consider action regarding the oven in the Pavilion kitchen.

150.2025 Sports Facilities & Agreements

To receive an update on any matters.

151.2025 Highways

To receive reports, consider and resolve actions on Highways matters.

152.2025 Stapleford Weekend Committee

To receive an update from the committee.

153.2025 Council Administration and Governance Matters

- a) To receive an update on any matters concerning the Slaughterhouse.
- b) To consider the request for a memorial bench to be installed in the Slaughterhouse garden.
- c) To receive an update on any matters concerning Stapleford Cemetery.
- d) To receive an update on any matters concerning Rangeford.
- e) To receive a report from the Assistant Clerk.
- f) To consider the grant request from SSYL.

154.2025 CSET & East West Rail

To receive an update on any developments.

155.2025 Grounds Maintenance, Biodiversity, Environment & Trees:

To receive an update on any matters including the 2025 Tree Survey.

156.2025 Playground Management:

To receive an update on any matters.

157.2025 Correspondence

To review correspondence received for any future actions.

158.2025 Dates of Meetings:

7th August, 2nd October (external audit report), 6th November, 4th December (Budget review) 2025.