



caring for Claygate Village

Mark Sugden, Interim Clerk & Proper Officer,  
Claygate Parish Council, Claygate Village Hall,  
Church Road, Claygate, KT10 0JP  
Tel: 01372 467000  
Email: parishcouncil@claygate.info

3<sup>rd</sup> July 2015

NOTICE IS HEREBY GIVEN THAT

**A Meeting of Claygate Parish Council will be held in the Small Village Hall  
on Thursday 9th July 2015 at 7.30pm.**

Mark Sugden  
Interim Clerk and Proper Officer

**The meeting is open to the public. A quarter of an hour has been reserved for members of the public to address the council, for three minutes each, on any subject relevant to the agenda. In order to address the meeting, prior arrangements must be made with the Interim Clerk and Proper Officer, who will allocate a slot in order of application. Please note that the Interim Clerk and Proper Officer and at least one councillor will be available 15 minutes prior to all meetings for visits from residents to answer any general questions.**

### AGENDA

1. To accept apologies for absence.
2. To receive declarations of interest in items on the agenda
3. To confirm the minutes of the Parish Council meeting held on 15th May 2015.
4. To report on the actioning of items from previous minutes and agree any further action
5. To confirm the minutes of the Extraordinary Parish Council meeting held on 28<sup>th</sup> May 2015
6. To report on the actioning of items from these minutes and agree any further action.
7. To confirm the minutes of the Extraordinary Parish Council meeting held on 18<sup>th</sup> June 2015
- 8 To report on the actioning of items from these minutes and agree any further action
9. To receive the Chairman's report and decide any action arising.
10. To receive the report from the Interim Clerk & Proper Officer and decide any action arising.
11. To receive the finance report and decide action arising
12. To discuss the Flower Show 2015 and agree action.
13. To discuss the Local Government Boundary Review and agree action
14. To discuss a function for helpers and agree action
15. To note the minutes of the Planning Committee and agree any necessary action.
16. To note the minutes of the Highways & Transportation Committee and agree any necessary action.
17. To note the report of the Environment Committee and agree any necessary action.
18. To agree a date for a Communications Working Party meeting and roles and responsibilities for this meeting
19. To agree a date for an ad hoc Strategy Meeting and roles and responsibilities for this meeting
20. Matters for information purposes only
21. Motion to exclude the Press and Public to discuss Staffing Matters in confidence
22. Staffing matters in confidence: **Resolutions 1 and 2**

**To confirm that the next meeting of the Claygate Parish Council will be held on 10<sup>th</sup> September 2015 at 7.30 pm in the  
Small Village Hall**