

**Minutes of the Claygate Parish Council Extraordinary Meeting  
held on Thursday 20<sup>th</sup> April 2023.  
at 6.45 pm at Claygate Cricket Pavilion.**

**Present:** **Chairman:** Gil Bray  
**Councillors:** Brian Rawson, Geoff Herbert, Xingang Wang, Mark Sugden, Jo Collon, Sue Grose, Janet Swift,  
**Co-opted Members:** Caroline Stevenson, Michael Collon, John Bamford  
**Parish Clerk and RFO:** Sally Harman  
**Members of the Public:** 2

The Clerk noted at the start of the meeting that she would be recording the meeting to assist her with her minutes, and that the recording would be destroyed upon approval of the meeting's minutes at the next Council meeting.

163/1. **To accept Apologies for Absence.**

Cllr Woodward sent her apologies in advance of the meeting.

164/2. **To receive Declarations of Interest in items on the agenda.**

None

165/3. **To confirm the minutes of the Parish Council meeting held on 9<sup>th</sup> March 2023.**

The Clerk had circulated the draft minutes to Cllrs ahead of the meeting.

It was **agreed in a majority decision** to approve the minutes with no amends. 1 Cllr abstained.

Cllr Bray signed the minutes, witnessed by the Clerk.

AP100 Clerk to upload final minutes to website.

18h47 Cllr Rawson entered the meeting.

166/4. **To consider a Grant Application from Claygate Recreation Ground for £1155 towards the cost of banners, posters and bins for the Kings Coronation celebrations being held on the 6<sup>th</sup> May 2023 at Claygate Recreation Ground.**

The Clerk had circulated the CRGT's Grant Application form, invoices and a financial presentation prepared by the CRGT to Cllrs ahead of the meeting. The Chair of the CRGT Alan Brown spoke. He noted that the event was proving popular and that the Claygate Flower Show had contributed £750. The CRGT would be fundamentally responsible for the governance of the event actioning Risk assessments and ensuring Public Liability insurance. It was noted that a set of accounts and the CRGT's constitution were missing from the application. Cllrs discussed ensuring that the process for Grant applications was fair to all village organisations and that this missing information is required and had been provided by other Grant applicants seeking over £500 historically. If the CRGT were to request £500 then this information would not have needed to be provided. The CRGT confirmed they had circa £78,000 in their bank account in March.

It was **unanimously agreed** to grant the CRGT £500 towards posters, banners and bins for the Kings Coronation celebrations being held on the 6<sup>th</sup> May 2023.

AP101 Clerk to arrange payment to CRGT.

18h55 John Bamford entered the meeting.

167/5.

**To note an invitation to a resident's organised public meeting at Claygate Station at 12.00 on Saturday 29 April to discuss the negative impact of recent activities by Network Rail and South Western Railway and agree any action.**

The Clerk noted that further communication had been received from the residents which stated that as Network Rail had confirmed a temporary bridge was going to be in place by the 29<sup>th</sup> April this public meeting was now a public celebration meeting.

It was **unanimously agreed** for the Clerk to respond to the residents noting the invitation and confirming that Cllrs had been informed.

AP102 Clerk to inform residents.

168/6.

**To note a response received from Elmbridge Borough Council to the Parish Council's letter regarding the Claygate Centre for the Community sent on the 27<sup>th</sup> March 2023 and agree any action.**

The Clerk had communicated to Cllrs after the agenda had been circulated that there was to be no discussion on this agenda point at this time and it was simply to note an email from EBC. It was not an urgent matter and could wait until the next meeting. It would be on the agenda at the 18<sup>th</sup> May meeting for discussion.

169/7.

**Matters for information purposes only.**

The Clerk noted that the account close down for the year had happened on Tuesday 18<sup>th</sup> March and that all the necessary documentation had been sent to the Internal Auditor at EBC.

The Chair thanked all Cllrs for their service to the Council over the last 4 years.

**To confirm that the next meeting of the Claygate Parish Council is the Annual Parish Council meeting planned to be held on Thursday 18<sup>th</sup> May 2023 at 7.30 pm**  
**Website: [www.claygateparishcouncil.gov.uk](http://www.claygateparishcouncil.gov.uk)**

Meeting closed at 19h12

Signed..........as a true and fair record of the meeting.

Date.....18 (May) 2023