

12th September 2019

NOTICE IS HEREBY GIVEN THAT

**A Meeting of Claygate Parish Council will be held in the Small Village Hall,
Claygate Village Hall, Church Road, Claygate
on Thursday 19th September 2019 at 7.30pm.**

*Shirley Round,
Parish Clerk & RFO*

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. A prior arrangement should be made with the Parish Clerk.

AGENDA

1. To accept apologies for absence.
2. To receive declarations of interest in items on the agenda.
3. To elect a new co-opted member of the Council.
4. To confirm the minutes of the Extraordinary Parish Council meeting held on 22nd August 2019.
5. To report on the actioning of items from Meeting on 18th July and agree any further action.
6. To receive the Chairman's report and decide any action arising.
7. To receive the Parish Clerk's report and decide any action arising.
8. To receive the finance report including expenditure for the balance of the year and decide action arising.
9. To consider the introduction of a procurement card for use by the Clerk for the purchase of items relating to the Parish Council.
10. To consider a motion from the Chairman to adopt the National Association of Local Councils model Standing Orders 2018.
11. To consider a motion from the Chairman to adopt the National Association of Local Councils model Financial Regulations 2019.
12. To consider the revised Document Retention Policy to include recommended and amended categories for retention.
13. To consider a motion to amend the Parish Council's Community Infrastructure Levy Policy.
14. To discuss the Parish Council's submission to the EBC Local Plan Options Consultation 2019 required by 30th September and agree action.
15. To support EBC in its call to declare a 'Climate Emergency' and to make Elmbridge carbon neutral by 2030.
16. To discuss final arrangements for Remembrance Sunday, 10th November
17. To discuss a Vision Proposal being prepared by Claygate Youth Club for the Youth Club
18. To note the minutes of the Planning Committee and agree any necessary action.
19. To note the minutes of the Highways, Transportation & Environment Committee and agree any necessary action.
20. Communication of key decisions to Residents and input to Courier and the website.
21. To consider a Grant Application from Challengers for £500 towards helping to fund 2 disabled children, who live in Claygate, and attend the Challengers Esher Play Scheme.
22. To consider a Grant Application for £1,436.64 towards a project to set up a community apiary in the Vale Road allotments.
23. To consider a Grant Application from Claygate Village Association for £400 towards replacement of the planters in the shopping streets.
24. Motion to exclude the Press and Public to discuss staffing matters.
25. Staffing matters in confidence.
26. Matters for information purposes only.

**To confirm that the next meeting of the Claygate Parish Council will be held on
Thursday 7th November 2019 at 7.30 pm in the Ministry Centre, Holy Trinity Church.cc**