

3rd March 2022

NOTICE IS HEREBY GIVEN THAT

A Meeting of Claygate Parish Council will be held Thursday 10th March at 7.30pm in the Treetops Room at Claygate Cricket Pavilion.

The meeting is open to the public and press. All attendees must notify the Clerk that they would like to attend by 11am on the day of the meeting. If attendees have any of the main symptoms of Covid-19 and/or have tested positive to Covid prior to the meeting you should not attend. Please refer to www.gov.uk for full guidelines. 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, they must contact the Parish Clerk before 11am on the day of the meeting who will allocate a slot. All meetings will operate to our Privacy Policy which can be found at www.claygateparishcouncil.gov.uk.

S Harman

Sally Harman,
Parish Clerk & Responsible Financial Officer

AGENDA

1. To accept apologies for absence.
2. To receive declarations of interest in items on the agenda.
3. To agree the Covid-19 Protocol for physical Parish Council meetings going forward.
4. To confirm the minutes of the Parish Council meeting held on 13th January 2022.
5. To note the minutes from the CPC and EBC Bi-Annual Meeting held on the 25th February 2022.
6. To report on actioning of items from previous Council meetings and agree any further action.
7. To thank Jo Lesser for her contributions to the Parish Council and note the Notice of Vacancy.
8. To consider a grant application from the Claygate Village Association (CVA) for £166 ex VAT to fund the hire of the Village Hall for the CVA's Claygate Community Day.
9. To receive the Chairman's report and decide any action arising.
10. To receive the report from the Parish Clerk & RFO and decide any action arising.
11. To receive the finance report including expenditure for the balance of the year and decide action arising.
12. To note the timetable for 21/22 Year End Close Down and Internal and External Audit.
13. To formally approve the £800 ex VAT expenditure for emergency tree removal works from the Firs Verge following Storm Eunice.
14. To note the final bill of £3,077.40 plus VAT for 30 hanging baskets and 7 summer/winter troughs for 22/23 to be invoiced by Elmbridge Borough Council in 22/23.
15. To receive and approve the revised Planning Committee remit.
16. To note and agree the proposed addition to the Standing Orders confirming the delegation process in the absence of a Chair at Committee meetings.
17. To note the updated Risk Assessments for the Highway Garden Sites and Holding Public meetings.
18. To agree to the removal of the Parish Council landline at the Village Hall.
19. To note the Parish Council plan for the Annual Village Meeting being held on the 17th March 2022.
20. To note the Parish Council plan for Claygate Community Day on the 23rd April 2022.
21. To consider the invitation for the Parish Council to attend the Claygate Recreational Ground Trust Pavilion and Family Garden Opening Ceremony on the 24th April 2022.
22. To note the Parish Council plan for Claygate Clean Up Day on the 30th April 2022.
23. To confirm the Parish Council plans for the Queens Platinum Jubilee weekend 2nd June to the 5th June 2022.
24. To confirm the Parish Council plans for the Claygate Flower show on the 9th July 2022.
25. To receive an update from the Planning Committee including the latest on the EBC Local Plan and agree any action arising.

26. To receive an update from the Highways, Transportation and Environment Committee and agree any action arising.
27. To consider Cllr Sugden's request to move the Annual Parish Council meeting to Monday 23rd or Tuesday 24th May 2022.
28. Communications, specifically the April Courier.
29. Matters for information purposes only.

To confirm that the next meeting of the Claygate Parish Council is the Annual Parish Council meeting planned to be held on Thursday 26th May 2022 at 7.30 pm

Website: www.claygateparishcouncil.gov.uk