

28<sup>th</sup> August 2015

**NOTICE IS HEREBY GIVEN THAT-**

**A Meeting of Claygate Parish Council Planning Committee  
will be held on Thursday 3rd September 2015  
at 8.00pm in the Village Hall Committee Room**

Zak Keshavjee  
Parish Clerk

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 Parish Clerk, who will allocate a slot in order of application.

**AGENDA**

1. TO ACCEPT APOLOGIES FOR ABSENCE.
2. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.
3. TO CONFIRM THE MINUTES OF THE LAST MEETING.
4. TO REPORT ON THE ACTIONING OF ITEMS FROM PREVIOUS MINUTES AND AGREE ANY FURTHER ACTION.
5. TO RECEIVE PLANNING CORRESPONDENCE AND OUTSTANDING RESULTS AND AGREE ACTION IF NECESSARY.
6. TO DISCUSS AND COMMENT UPON THE APPLICATIONS FROM ELMBRIDGE BOROUGH COUNCIL WEEKLY LISTS, INCLUDING CONFIRMATION OF COMMENTS SENT TO EBC:-

**w/e 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup> August 2015**

*Please note:-see separate list*

7. TO RECEIVE A REPORT OF THE EAST AREA SUB-COMMITTEE MEETING.
8. TO DISCUSS AND COMMENT UPON ANY LICENSING APPLICATIONS IN CLAYGATE.
9. TO DISCUSS AND AGREE ACTION ON ANY ENFORCEMENT ISSUES.
10. TO DISCUSS DOCUMENT RETENTION AND AGREE ACTION
11. TO DISCUSS AND AGREE COMMUNICATION OF KEY DECISIONS TO RESIDENTS
12. MATTERS FOR INFORMATION PURPOSES ONLY.
13. TO CONFIRM THE DATES OF THE NEXT MEETINGS & ATTENDANCE OF MEMBERS.

**The reserve Councillor who MAY be required to attend this meeting is- CLLR JULIAN WAY**