

NOTICE IS HEREBY GIVEN THAT

**A Meeting of Claygate Parish Council will be held virtually
on Thursday 17th September 2020 at 7.30pm.**

Zoom Meeting ID: 904 051 5462
Password: Contact Clerk for password

The above meeting will be a virtual meeting (via Zoom) as allowed under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. These came into force on 4th April 2020. The meeting is open to the public and press and they are asked to contact the Parish Clerk for a password in advance in order to participate in this virtual meeting.

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 confirm the minutes of the Annual Parish Council meeting held on 9th July 2020.
4. To report on the actioning of items from previous minutes and decide any action arising.
5. To note the decision of the Council, per the last meeting (Action Point 39), to the purchase a new lap top for the Parish Clerk at a cost of up to £500.
6. To discuss and agree a recommendation by the Chair that all Council meetings be held virtually, through March 2021 as allowed under the Local Authorities Meetings Regulations 2020 unless the Government advises differently.
7. To appoint Cllr Lesser and Cllr Jefferies to a Committee.
8. To receive the Chairman's report and decide any action arising.
9. To receive the report from the Parish Clerk and decide any action arising
10. To receive the finance report including expenditure for the balance of the year and decide action arising.
11. To confirm the remits of the Committees and approve any amends.
12. To confirm the Charter with EBC and approve any amends.
13. To receive the results of the CPC Asset audit and decide any action arising.
14. To receive a report back on appointing Councillors as representatives to external organisations in Claygate and decide any actions arising.
15. To receive and consider the adoption of an updated Risk Assessment Policy.
16. To receive and consider the adoption of a Covid-19 Lock Down Parish Council Plan.
17. To receive and consider the adoption of a Website Accessibility Statement.
18. To receive and agree the Defibrillator Annual Service agreement.
19. To discuss arrangements for Remembrance Sunday, 8th November.
20. To receive the report from the Planning Committee and decide any action arising.

21. To agree the process for the Council assessing, agreeing and submitting its responses to the three current National Planning Policy Consultations underway, that close on 1st, 29th and 30th of October respectively.
22. To authorise the Planning Committee at its meeting on 8th October to assess whether the Council needs to submit comments or representations on the Draft South London Waste Plan and its Sustainability Appraisal (closes 22nd October) and if so to provide comments for submission on behalf of the Council.
23. To receive the report from the Highways, Transport and Environment Committee and decide any action arising.
24. To discuss renewal of the Highway Garden Site gardening contract and agree action.
25. To consider a Grant application from Claygate Youth Club for £500 towards a new mobile phone.
26. To assess partnering with local businesses and EBC to provide outdoor shop awnings/coverings to protect residents and aid businesses during poor winter weather.
27. To discuss the Surrey Fire and Rescue Service 'Making Surrey Safer Plan' and decide any action arising
28. To discuss training courses for Clerk and Councillors and process for booking such courses.
29. To receive an update on Communications including the next issue of The Courier and agree action.
30. Matters for information purposes only.
31. Motion to exclude the Press and Public to discuss staffing matters in confidence.
32. Staffing matters in confidence.

**To confirm that the next meeting of the Claygate Parish Council is planned to be held virtually on
Thursday 19th November 2020 at 7.30 pm**

Website: www.claygateparishcouncil.gov.uk