

12th November 2020

NOTICE IS HEREBY GIVEN THAT

**A meeting of Claygate Parish Council will be held virtually
On Thursday 19th November 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. 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 confirm the minutes of the Parish Council meeting held on 17th September 2020.
4. To report on the actioning of items from previous minutes and decide any action arising.
5. To review the status on appointing representatives to external organisations in Claygate and to elect a councilor as CVHA liaison.
6. To receive an update on the 2020/21 External Audit.
7. To receive the finance report including expenditure for the balance of the year and decide action arising.
8. To discuss a provisional budget for 2021/22 and agree process and next steps to finalise.
9. To receive the Chairman's report and decide any action arising.
10. To receive the report from the Parish Clerk and decide any action arising.
11. To note the minutes of the Planning Committee and decide any action arising.
12. To provide an update on both the EBC and RBK local plans and decide any action arising.
13. To note the minutes of the Highways, Transport and Environment Committee and decide any action arising.
14. To approve the Highway Gardens Sites Contract for 2020/21.
15. To agree a response to the Government's Pavement Parking Consultation (closes 22nd November).
16. To consider a response to the Consultation on admission arrangements for Surrey's community and voluntary controlled schools for 2022 (closes 1st December).
17. To receive an update on Communications.
18. To consider and approve £100 from the communications budget to boost Facebook through to the end of the financial year.

19. To consider a grant application for £350.25 from CRGT towards the cost of a defibrillator at the clubhouse.
20. To consider a grant application for £220 from Esher and Claygate Car Services for supply of PPE equipment for volunteer drivers.
21. To agree a payment of £350 to the CVA from the Public Projects budget for the provision of a Christmas Tree on The Green.
22. To agree a donation of £280 to the Royal British legion from the Public Projects budget for the 56 lamp post/road sign poppies requested from RBL.
23. Matters for information purposes only.
24. Motion to exclude the press and Public to discuss staffing matters.
25. Staffing matters in confidence.

**To confirm that the next meeting of the Claygate Parish Council is planned to be held on
Thursday 14th January 2021 at 7.30 pm**

Website: www.claygateparishcouncil.gov.uk