



Sally Harman  
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6<sup>th</sup> January 2022

**NOTICE IS HEREBY GIVEN THAT**

**A Meeting of Claygate Parish Council will be held Thursday 13<sup>th</sup> January 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. Attendees are asked to wear facemasks, sanitise hands on entry and exit and appropriate social distancing should be adopted within government guidelines whilst on site. If attendees have a high temperature, new continuous cough or a loss or change to their sense of smell or taste within 24hrs prior to the meeting you should not attend. 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](http://www.claygateparishcouncil.gov.uk).

*S Harman*

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**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 18<sup>th</sup> November 2021.
4. To agree the Covid-19 Protocol for physical Parish Council meetings going forward.
5. To report on actioning of items from previous Council meetings and agree any further action.
6. To consider a Grant Application for £14,500 from Holy Trinity Church Claygate to go towards the refurbishment of Emmanuel Hall in Common Road.
7. To consider a CIL Application for £5,380 from Claygate Primary School to help meet the cost of the drainage works with regards to the Claygate Community Pool Project,
8. To meet the new Co-ordinator of the Courier, agree the Parish Council articles for the April edition of the Courier and allocate out writing responsibilities.
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 agree the Council levy a precept of £50,445 for the financial year 2022/23 holding the Band D rate at £14.15 flat for the seventh consecutive financial year.
13. To approve a budget of £57,543 for the financial year 2022/23 funded by a precept of £50,445, a discretionary Council tax support grant from EBC of £2,760, a Highway Garden Site Grant from EBC of £4151 and £187 of Bank Interest.
14. To note the costs and agree to the replacement of the Hare Lane Parish Council Noticeboard and re-varnishing of the Parade sign.
15. To agree the Hanging Basket Order for 2022/23.
16. To discuss the Annual Village Meeting on the 17<sup>th</sup> March 2022 and agree the format, content & speaker.
17. To confirm the events the Parish Council will participate in for 2022 including the plans for the Queens Platinum jubilee.

18. To consider and adopt the new Community Climate and Nature Grant\_Application Policy to come in effect in the financial year 2022/23
19. To consider a response to Surrey's 2050 Place Ambition survey (Closes 4<sup>th</sup> March).
20. To receive an update on the 110 trees offered by SCC to Claygate Parish Council to be planted on Parish Council owned or managed land.
21. To agree to the disposal of the Clerk's old laptop with the Weee Charity.
22. To note the minutes of the Planning Committee and decide any action arising.
23. To note the minutes of the Highways, Transportation and Environment Committee and agree any action arising.
24. Matters for information purposes only.

**To confirm that the next meeting of the Claygate Parish Council is planned to be held on  
Thursday 11th March 2021 at 7.30 pm**

**Website: [www.claygateparishcouncil.gov.uk](http://www.claygateparishcouncil.gov.uk)**