



caring for Claygate Village

Sally Harman
Parish Clerk & Responsible Financial Officer
Claygate Parish Council
Claygate Village Hall
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27th May 2021

NOTICE IS HEREBY GIVEN THAT

**An Extraordinary Meeting of Claygate Parish Council will be held
on Thursday 3rd June 2021 at 7.00pm in the Main Hall at the Village Hall.**

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 must wear facemasks, sanitise their hands on entry and exit and adopt appropriate social distancing 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.

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 21st May 2021.
4. To discuss and agree any action relating to carpark charges at the weekend at Claygate Railway Station carpark.
5. To note and agree how Claygate Parish Council can support the Your Fund Surrey application from the Claygate Recreation Ground Trust for a new family garden area.
6. Agree the process and allocate roles to Claygate Parish Council Communications in particularly the Courier going forth.
7. To note the commencement of the Queens Green Canopy in October 2021.
8. Matters for information purposes only.
9. Motion to exclude the Press and Public to discuss Staffing Matters
10. Staffing matters in confidence

To confirm that the next meeting of the Claygate Parish Council is planned to be held on

Thursday 8th July 2021 at the Village Hall (Main Hall) at 7.30 pm

Website: www.claygateparishcouncil.gov.uk