

**ACTIONS from the CPC Planning Meeting held on 8<sup>th</sup> January 2026,**  
**Claygate Village Hall, Small Hall, Church Road, Claygate**

| <b>ACTIONS:</b> | <b>DESCRIPTION</b>                                              | <b>CLLR</b>              | <b>STATUS</b> |
|-----------------|-----------------------------------------------------------------|--------------------------|---------------|
| Item 9          | To postpone obtaining Cloudy IT Licence until April             | Cllr Sheppard<br>& Clerk |               |
|                 | To set up GovAssist account                                     | Cllr Sheppard            |               |
| Item 17         | To add the NPPF to the February agenda                          | Clerk                    |               |
|                 | To review key sections of draft NPPF, as advised by Cllr Collon | All                      |               |
|                 | To collate and circulate comments on draft NPPF to Councillors  | Cllr Sheppard            |               |
|                 | To circulate priority points in the draft NPPF to Councillors   | Cllr Collon              |               |