



Dawn Lacey Clerk & RFO
Claygate Parish Council
Claygate Village Hall
Church Road

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FINAL

23rd April 2026

YOU ARE HEREBY SUMMONED TO ATTEND

A meeting of the Claygate Parish Council will be held on Thursday 30th April at Claygate Village Hall, Small Hall, Church Road, Claygate

The meeting is open to the public and press. 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, we would appreciate you contacting 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. Please note that the capacity of the hall is limited, and places will be allocated on a first come first served basis. Doors will open at 7.20pm.

Dawn Lacey
Clerk & Responsible Financial Officer

AGENDA

1. To accept apologies for absence.
2. To receive Declarations of Interest on the agenda.
3. To confirm the minutes of the Parish Council Meeting held on Thursday 5th March 2026.
4. To confirm the minutes of the Extraordinary Parish Council Meeting held on Thursday 9th April 2026.
5. To review actioning of items from previous minutes and agree any further action required (Appendix 1)
6. To answer any questions from the general public.
7. To Receive a Report of EBC's Overview and Scrutiny Committee.

8. To Receive a Report of EBC's Audit and Standards Committee.
8. To Receive a Report from the Planning Committee & Agree Appropriate Actions [AAAs].
10. To Receive a Report from the EH & T Committee & AAAs.
11. To Receive a Report from the Shops and Businesses Advisory Group & AAAs.
12. To Receive a Report from the Staffing Committee and AAAs.
13. To Consider the Establishment of a Finance & General Purposes Committee & AAAs.
14. To Review the Current Situation as Regards TLCP & AAAs.
15. To receive A Report re: the NAC Meeting on April 28th & AAAs.
16. To Discuss How to Process the TPAC Report on 20mph Zone in Hare Lane Through the PC & AAAs.
17. To Discuss How the Community Asset Transfer Mechanisms Might Be Used to Benefit The Village & AAAs.
18. To Review the Situation as Regards the Next EBC/CPC Liaison Meeting & AAAs.
19. To Review Proposals Re: Our Grant & CIL Documentation & AAAs.
20. To Review Our Preparations for the Parish Council Elections in May 2027 & AAAs.
21. To Review Proposals for Our Meetings Structure for the Rest of 2026 & 2027 & AAAs.
22. To Receive the Proposed Dates for meetings being held in 2027 (Appendix 2)
23. To Receive Reports from Relevant Cllrs Re Our Plan to Engage with the New Unitary Authority & AAAs.
24. To Review and Approve the Following Council Policies: Risk Management Policy & Assessment, Privacy Policy, Dignity at Work Policy, Equality & Diversity Policy, (Appendix 3)
25. To Receive the Financial Report including Expenditure to 31st March and Approve any Adjustments to the 25/26 Budget Allocations and the Council's Earmarked Reserves. (Appendix 4).
26. To approve and sign off the February and March 2026 Reconciliations (Appendix 5).
27. To confirm the date for the Internal Audit with Simon White.
28. To Review the Year-end Financial Position & AAAs.
29. To Review the 2026/27 Budget Allocation & AAAs.

30. To Receive an Update on the Progress of the New Website and AAAs.
31. To Receive a CIL application from the Claygate Recreation Ground Trust (Appendix 6).
32. To discuss the recent email regarding The BBC's Repair Shop on the Road and the Fountain on the Green in the Village and AAAs.
33. To confirm the date and time of the next meeting which will be held at 7:30pm on Thursday 21st May 2026 at Claygate Village Hall, Church Road, Claygate.

MEETING: Claygate Parish Council

VENUE: Claygate Village Hall, Small Hall, Church Road, Claygate

DATE: Thursday 30th April 2026

TIME: 7.30pm

APPENDICES:

Appendix One:	Actions from previous meeting.
Appendix Two:	Proposed meeting dates for 2027
Appendix Three:	Approve Policies
Appendix Four:	Financial Report, Budget update
Appendix Five:	To approve February 2026 and March 2026 Reconciliations
Appendix Six:	CIL Application from CRGT