

**ACTIONS from the CPC Meeting held on 19<sup>th</sup> May 2026, Claygate Village Hall, Small Hall, Church Road, Claygate**

<b>ACTIONS:</b>	<b>DESCRIPTION</b>	<b>CLLR</b>	<b>STATUS</b>
Item 11	To add the Claygate Vision to the June Agenda	Clerk	
Item 13	To update minor changes to Remits	Clerk	
Item 14	To update Governance Structure	Clerk	
Item 19	To review and update the Asset Register and report to the next meeting	Clerk & Cllr Bray	
Item 20	To update the Insurance Policy with the new bench	Clerk	
Item 23	To contact EBC on the overpayment of CIL Monies	Clerk	
Item 25	To process the AGAR	Clerk	
Item 26	To book venues for meetings where the Small Hall is not available	Clerk	
Item 27	Councillors to organise a meeting with EBC	Councillors	
Item 28	To update on the reviewing of opportunities for Community Asset Transfer	Cllr Collon, Cllr Holt & Clerk	
Item 28	To write to EBC regarding the above	Cllr Sheppard	
Item 29	To contact East Shadow Councillors to arrange a meeting	Cllr Sheppard	
Item 31	To organise the ordering of the Plaque for the bench	Clerk	
Item 31	To find out if the bench needs any special treatment	Cllr Holt	
Item 31	To contact Councillors to organise a schedule for Manning the stall at the Flower Show on the 11 <sup>th</sup> July	Clerk	