



OXTED PARISH COUNCIL

Notice is hereby given of the meeting of Oxted Parish Council to be held in the Meeting Room, the Community Hall, Church Lane, Oxted on Tuesday 8th May 2018 at 7.30pm, which Councillors are summonsed to attend.

Mrs Maureen Gibbins
Clerk to Oxted Parish Council
Maureen B Gibbins

Members of the public and press have a right, and are welcome to attend this meeting.

A G E N D A

1. Prayers led by Cllr Martin Fisher
2. Election of a Chairman for 2018/19
Declaration of Acceptance of Office
3. Election of a Vice-Chairman for 2018/19
Declaration of Acceptance of Office
4. **Apologies for absence:** to receive and accept apologies for absence.
5. **Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the new Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
6. **Public session:** *a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes.*
7. **County Councillor report**
8. **Minutes:** To approve the Minutes of Full Council meeting held on 13th March 2018.
9. **Allocation of councillors to committees both internal and external bodies**
10. **Planning Committee:**
 - i) Planning Committee: to approve the minutes of the Planning Committee meetings held on 27/03/18 and 17/04/18.

- ii) Full Council to receive the minutes of the Planning Committee meetings held on 27/03/18 and 17/04/18.
- iii) Planning Committee report - **KW**

11. Burial Committee:

- i) Burial Committee: to approve the minutes of the Burial Committee meeting held on 20/03/18.
- ii) Full Council to receive the minutes of the Burial Committee meeting held on 20/03/18
- i) Burial Ground notice board update - **DW**
- ii) Burial Ground fees - **to follow**

iii) Finance

- i) To agree the cheque list. **To Follow**
- ii) To review internal audit report
- iii) To approve the 2017/18 Annual Governance and Accountability Return
- iv) CIL Projects
- v) Funding road monitoring counter
- vi) Asset of Community Value
- vii) Review Financial Risk Assessment

iv) Chairman's announcements

- i) Annual Parish Assembly - review
- ii) Silent Soldiers - to confirm locations
- iii) War Memorial
- iv) Litter picking - confirm location on date of 27th May
- v) Grit bins
- vi) GDPR - update
- vii) Grant Aid working group review date
- viii) Review of Standing Orders - **to follow**
- ix) Social Media Policy - **to follow**
- x) Data Protection Policy - **to follow**

v) Highways

- i) Verge improvements - update
- ii) East Surrey Transport update - **CD**

vi) Clerk's report: on actions taken since the last meeting (**to follow**)

vii) Correspondence received: Circulated as received

viii) Items for consideration at future meetings

Inclement weather
Parish Watch system
Special projects

Date of the next meeting Tuesday 10th July 2018 at 7.30pm

Venue; The Meeting Room, The Community Hall, Church Lane, Oxted

Copies of Parish Council minutes are held by the Clerk and are available on the

Parish Council web-site: www.oxted-pc.org.uk

Mrs Maureen Gibbins, Parish Clerk, Salmons, Salmons Lane, Whyteleafe, Surrey CR3 0HB

Phone 07510 226989