



## 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 14th May 2018 at 6.00pm, which Councillors are summonsed to attend.

Mrs Maureen Gibbins  
Clerk to Oxted Parish Council  
*Maureen B Gibbins*

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

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### A G E N D A

1. Prayers led by Cllr Liz Parker
2. Election of a Chairman for 2019/20  
Declaration of Acceptance of Office
3. Election of a Vice-Chairman for 2019/20  
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 12<sup>th</sup> March 2019.
9. **Allocation of councillors to committees both internal and external bodies**  
Burial Committee  
Planning Committee  
Finance Working Group  
Grant Aid Working Group  
Highways/Safe Routes to School  
Litter and recycling  
Gatwick Area Conservation Campaign

10. **Planning Committee:**

- i) Planning Committee: to approve the minutes of the Planning Committee meetings held on 12/03/19, 02/04/19 and 23/04/19.
- ii) Full Council to receive the minutes of the Planning Committee meetings held on 12/03/19, 02/04/19 and 23/04/19
- iii) Planning Committee report - **LP**

11. **Burial Committee:**

- i) Burial Ground notice board update - **Clerk**

**i) Finance**

- i) To agree the cheque list. **To Follow**
- ii) To review internal audit report
- iii) To approve the 2018/19 Annual Governance and Accountability Return

**ii) Chairman's announcements**

- i) GDPR - update
- ii) Councillor email addresses
- iii) Grant Aid working group review date
- iv) Review of Standing Orders - **to follow**

**iii) Highways**

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

- v) **Correspondence received:** Circulated as received

- vi) **Items for consideration at future meetings**

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**Date of the next meeting Tuesday 9<sup>th</sup> July 2019 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](http://www.oxted-pc.org.uk)

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

Phone 07510 226989