



OXTED PARISH COUNCIL

Notice is hereby given of the meeting of Oxted Parish Council to be held via the on-line TEAMS remote set-up on Tuesday 12th January 2021 at 7:00pm, which Councillors are summonsed to attend.

4th January 2021

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 however need to notify the Clerk in advance

All Councillors are requested to keep their devices on mute and to raise their hand on Teams when they wish to speak and wait to be invited by the Chair of the meeting

1. **Apologies for absence:** to receive and accept apologies for absence. **(1 min)**
2. **Declarations of Disclosable Pecuniary Interest: (1 min)** *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.*
3. **Public session: (15 min including District & County reports)** *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.*
4. **Minutes:** To approve the Full Council meeting Minutes held on 10th November 2020. **(2 Mins)**
5. **Planning Committee: (5 mins)**
 - i) Planning Committee: to approve the minutes of the Planning Committee meetings held on 17/11/20, 08/12/20 and 05/01/21.
 - ii) Full Council to receive the minutes of the Planning Committee meetings held on 17/11/20, 08/12/20 and 05/01/21.
6. **Burial Committee: (5 mins)**
 - i) Burial Committee: to approve the minutes of the Burial Committee meeting held on 10/11/20
 - ii) Full Council to receive the minutes of the Burial Committee meeting held on 10/11/20.
7. **Finance: (20 mins)**
 - i) To ratify invoices which have been paid

St Silvans Charity Donation	£ 200.00
Cllr Reg Hull - reimbursement for Morrison Vouchers	£3,000.00
Mrs Gibbins - Clerk Salary, Office & Expenses	£1,365.27

HMRC - PAYE & NI	£ 763.16
Cllr Denize Wallace - reimbursement for cable ties	£ 25.96
R C Larkin - Refurbishment of burial ground gates	£ 750.00
Royal British Legion - lamp column poppies	£ 100.00
Viking Direct - stationery	£ 62.31
Country Garden Services Ltd	£1,250.62
Route 22 - IT Support	£ 245.00
Lexis Nexis (Arnold Baker Council Administration 12Ed)	£ 119.99
Clerk Expenses	£ 54.65
Route 22 - domain renewal (2 years)	£ 36.00
Viking Direct - stationery	£ 22.89
Clerk Salary & Office	£1,291.87
Country Garden Services Ltd	£1,250.62
ii) ¾ year summary - (PG)	
iii) Budget 2021/22 - (PG)	
iv) 2021/22 Precept	

8. **Chairman's announcements: - (3 mins)**

9. **East Surrey Transport Committee Update (1 min)**

Minutes and reports circulated when received so all councillors are aware of the updates

10. **South East Community Rail Partnership (1 min)**

Minutes and reports circulated when received so all councillors are aware of the updates

11. **Clerk's report:- (2 mins)** on actions taken since the last meeting

12. **Items for consideration at future meetings (2 mins)**

Vision and aims
Notice Boards
Neighbourhood Plan
Community Speed Watch
Roundabout

Date of the next meeting Tuesday 9th February 2021 at 7.00pm

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, Phone 07510 226989