



## OXTED PARISH COUNCIL

Notice is hereby given of the meeting of Oxted Parish Council to be held at Hurst Green School on Tuesday 20<sup>th</sup> July 2021 at 7:00pm, which Councillors are summonsed to attend.

14<sup>th</sup> July 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.**

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### A G E N D A

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 22<sup>nd</sup> June 2021. **(2 Mins)**
5. **Planning Committee: (5 mins) (PD)**
  - i) Planning Committee: to approve the minutes of the Planning Committee meeting held on 22/06/21 and 13/07/21
  - ii) Full Council to receive the minutes of the Planning Committee meeting held on 22/06/21 and 13/07/21
6. **Finance: (5 mins) (RH)**
  - i) Working Group update
  - ii) Wolfs Wood Verge
  - iii) Banking protocol
  - iv) PL insurance

To be advised of payments made since the last Council meeting:

Hurst Green Community Association	£ 337.50
Stocksigns – burial ground sign	£ 81.95
Clerk Expenses	£ 35.01
Clerk Salary & Office	£1,293.67
ICCM – annual membership fee	£ 95.00

HMRC – PAYE & NI	£ 755.69
ICO – data protection fee	£ 40.00
Country Garden Services – maintenance of burial ground	£2,271.22
Clerk Expenses	£ 42.00

7. **Master Park Roundabout (5 mins)**

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

- i) Gateway Sign
- ii) Meeting Venue
- iii) Remembrance Day Parade
- iv) CCTV

9. **Standing Orders & Financial Regulations**

For annual review

10. **East Surrey Transport Committee Update (1 min)(AF)**

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

11. **South East Community Rail Partnership (1 min)(LP)**

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

12. **Actions Log for reference and update (1 min)**

13. **Items for consideration at future meetings (1 mins)**

- Neighbourhood Plan
- Speedwatch
- Bus shelter at Broadham Green
- Policies & Procedures
- Complaints procedure
- Liaison with Limpsfield Parish Council

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**Date of the next meeting Tuesday 14<sup>th</sup> September 2021 at 7.00pm – To be confirmed.**

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, Phone 07510 226989