



OXTED PARISH COUNCIL

Notice is hereby given of the meeting of Oxted Parish Council to be held at Oxted Community Hall on Tuesday 14th September 2021 at 7:00pm, which Councillors are summonsed to attend.

7th September 2021

Mrs Maureen Gibbins
Clerk & RFO 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.

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 20th July 2021. **(2 Mins)**
5. **Planning Committee: (5 mins) (PD)**
 - i) Planning Committee: to approve the minutes of the Planning Committee meeting held on 03/08/21 and 24/08/21
 - ii) Full Council to receive the minutes of the Planning Committee meeting held on 03/08/21 and 24/08/21
6. **Burial Committee: (5 mins) (DW)**
 - i) Burial Committee: to approve the minutes of the Burial Committee meeting held on 20/07/21
 - ii) Full Council to receive the minutes of the Burial Committee meeting held on 20/07/21
7. **Finance: (5 mins) (RH)**
 - i) Wolfs Wood Verge
 - ii) Banking protocol
 - iii) PL insurance

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

Country Garden Services Ltd	£2,271.22
East Surrey Transport Committee annual fee	£ 10.00

Clerk Expenses	£ 52.83
Computer Solutions – printer ink	£ 34.99
Clerk Salary & Office	£1,293.47
SLCC – 50% of fee for October 2020 virtual conference	£ 15.00
Mulberry & Co – training for Cllr Wallace	£ 60.00
Clarke & Strong Ltd – burial plot marker stakes	£ 126.02
Master Park – second ¼ donation	£ 1,000.00
Room hire at Oxted Community Hall to end October	£ 98.00

8. Master Park Roundabout (5 mins)

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

- i) Remembrance Day wreaths
- ii) Breach of Code of Conduct
- iii) Bins
- iv) CCTV
- v) Complaints Policy
- vi) Appointment of Parish Representative to Hurst Green Community Centre

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
- Liaison with Limpsfield Parish Council

Part 2 - closed to the public

Clerk review

Date of the next meeting Tuesday 12th October 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