



## OXTED PARISH COUNCIL

Notice is hereby given of the meeting of Oxted Parish Council to be held at Oxted Community Hall on Tuesday 14<sup>th</sup> February 2023 at 7:00pm, which Councillors are summonsed to attend.

7<sup>th</sup> February 2023

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 are requested 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.
2. **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.*
3. **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.*  
Cllr Catherine Sayer will be in attendance to provide a District update.
4. **Minutes:** To approve the Minutes of Full Council meeting held on 10<sup>th</sup> January 2023.
5. **Planning Committee: (5 mins) (LP)**
  - i) Planning Committee: to approve the minutes of the Planning Committee meeting held on 24/01/23.
  - ii) Full Council: to receive the minutes of the Planning Committee meeting held on 24/01/23.
6. **Burial Committee: (5 mins) (LP)**
  - i) Burial Committee: to approve the minutes of the Burial Committee meeting held on 10/01/23.
  - ii) Full Council: to receive the minutes of the Burial Committee meeting held on 10/01/23.
  - iii) Proposed increased to burial ground fees
7. **Finance (RH)**
  - i) Accounts update
  - ii) To note payments approved and authorised

Clerk Expenses	£ 63.30
Country Garden Services	£ 1,250.62
Clerk Salary & Office	£ 1,381.53

At the time of the publication of the agenda, the following payments were awaiting authorisation

Clerk Expenses	£ 273.24
Country Garden Services	£ 1,250.62
Clerk Salary & Office	£ 1,381.53
Computer Solutions – Laptop battery	£ 126.00
Surrey Hills Society Annual Membership	£ 30.00
Master Park – 4 <sup>th</sup> ¼ donation	£ 1,000.00
Surrey County Council – Master Park Roundabout	£30,314.00

8. **BID - update**
9. **CIL (PD)**
10. **CCTV (PG)**
11. **Annual Parish Assembly - 21<sup>st</sup> March 2023, United Reformed Church, Bluehouse Lane**
  - **Format**
  - **Speaker**
  - **Timings**
  - **Responsibilities**
  - **Invitations**
12. **Chairman's announcements: (DS)**
  - i) Coronation event and funding
  - ii) Grit bins - maintenance and ownership
13. **East Surrey Transport Committee Update (AF)**

Minutes and reports circulated when received so all councillors are aware of the updates.
14. **South-East Community Rail Partnership (LP)**
  - i) Minutes and reports circulated when received so all councillors are aware of the updates.
  - ii) Disabled access at Hurst Green station.
15. **Actions Log for reference and update (1 min)**

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**Date of the next meeting Tuesday 14<sup>th</sup> March 2023**

Copies of Parish Council minutes are held by the Clerk and are available on the Parish Council website: [www.oxted-pc.org.uk](http://www.oxted-pc.org.uk) Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989