



Notice is hereby given of the meeting of Oxted Parish Council to be held at
Oxted Community Hall on Tuesday 8th October 2024 at 6:30pm,
which Councillors are summonsed to attend.

2nd October 2024

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.

A G E N D A

1. **Apologies for absence:** to receive and accept apologies for absence.
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.
3. **Public session: (15 mins)**
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.
 - i) County Councillor update (CM)
 - ii) District Councillors update
4. **Minutes: (2 mins)**
To approve the Minutes of Full Council meeting held on 10th September 2024.
5. **Planning Committee (NR) (10 mins)**
 - 5.01 Planning Committee: to approve the minutes of the Planning Committee meeting held on 10/09/24 and 01/10/24.
 - 5.02 Full Council to receive the minutes of the Planning Committee meeting held on 10/09/24 and 01/10/24.
 - 5.03 To consider the drafting of a Neighbourhood Plan.
6. **Burial Ground Committee (DW) (5 mins)**
 - 6.01 Burial Ground Committee: to approve the minutes of the Burial Ground Committee meeting held on 24/9/24.
 - 6.02 Full Council to receive the minutes of the Burial Ground Committee meeting held on 24/9/24.
7. **Clerk's Report and update (Clerk) (5 mins)**
 - 7.01 To note the progress on projects

8. Hurst Green Courtyard Project (JH) (5 mins)

8.01 To receive an update on the progress of the project.

9. CIL (JH) (10 mins)

9.01 An application for CIL funding has been submitted and considered by the CIL Working Group following the receipt of three quotes.

10. Communications Working Group (JI) (2 mins)

10.01 Website update

12. Finance (RH) (10 mins)

12.01 External Audit - To note the external auditor's report and certificate received from PKF Littlejohn.

12.02 To note the second precept payment of £27,562.50 has been received.

12.03 Accounts against budget to 26/9/24

13. Chairman's Announcement (DS) (5 mins)

13.01 To consider the proposed donation of £1,000 to Rotary for marshalling at the Remembrance Day Parade on 10th November.

13.02 To receive an update on activities since the last Council meeting.

14. East Surrey Transport Committee Update (AF) (5 mins)

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

15. South-East Community Rail Partnership (JI) (5 mins)

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

Items for consideration at future meetings

Date of the next meeting Tuesday 12th November 2024 at 6:30pm

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