



Notice is hereby given of the meeting of Oxted Parish Council to be held at
Oxted Community Hall on Tuesday 14th January 2025 at 6:30pm,
which Councillors are summonsed to attend.

8th January 2025

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 (DS/RG)
 - iii) Caterham Food Bank Representative
4. **Minutes: (2 mins)**
To approve the Minutes of Full Council meeting held on 12th November 2024.
5. **Planning Committee (NR) (2 mins)**
 - 5.01 Planning Committee: to approve the minutes of the Planning Committee meeting held on 12/11/24 and 3/12/24.
 - 5.02 Full Council to receive the minutes of the Planning Committee meeting held on 12/11/24 and 3/12/24.
6. **Burial Committee (DW) (2 mins)**
 - 6.01 Burial Committee: to approve the minutes of the Planning Committee meeting held on 26/11/24.
 - 6.02 Full Council to receive the minutes of the Planning Committee meeting held on 26/11/24.
7. **Clerk's Report and update (Clerk) (5 mins)**
 - 7.01 To note the progress on projects

8. CIL (PD) (10 mins)

8.01 To receive an update from the CIL Working Group following receipt of the latest CIL application.

9. Community Assets Project (RH)

9.01 To consider the OPC representation on this project.

10. Welcome to Holland Sign (AF)

10.01 To consider the request for a heritage gateway 'Welcome to Holland' sign prior to the Diamond Pub.

11. Planting of Trees in Hurst Green (AF)

11.01 To review and consider the request for the planting of trees in Hurst Green.

12. Hurst Green Courtyard Project (5 mins)

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

13. Communications Working Group (JI) (5 mins)

13.01 Website update

13.02 RH8

14. Finance (RH) (10 mins)

14.01 To review and approve the 2025/26 budget

14.02 To review and approve the 2025/26 precept in the sum of £58,532

14.03 Accounts against budget to 31/12/24

14.04 To note payments approved and authorised since the Council meeting on 12th November 2024.

Clerk working from home allowance	£ 20.00
Baldwin & Robinson Law - land registration at burial ground	£ 200.00
Transfer of YFS funds to TDC	£35,120.00
Country Garden Services - clearance of the Pound	£ 144.00
Country Garden Services - burial ground maintenance	£ 2,115.02
Master Park 3 rd donation	£ 1,000.00
Clerk salary	£ 1,478.77
Cllr P Giles - reimbursement of ducting expense	£ 148.80
HMRC - PAYE & NI	£ 925.53
Country Garden Services - maintenance	£ 1,250.62
Clerk Salary	£ 1,897.09
NALC - Cllr Shiner attending Future of Neighbourhood Planning session	£ 39.22
Clerk expenses	£ 92.19
British Red Cross Hall - hall hire Oct/Nov	£ 81.00

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

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

16. East Surrey Transport Committee Update

Nothing to report

17. **South-East Community Rail Partnership**
Nothing to report

Items for consideration at future meetings

Date of the next meeting Tuesday 11th February 2025 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