



Notice is hereby given of the meeting of Oxted Parish Council to be held at
Oxted Community Hall on Tuesday 8th April 2025 at 6:30pm,
which Councillors are summonsed to attend.

2nd April 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. **Appointment of Chairman for the meeting**
2. **Apologies for absence:** to receive and accept apologies for absence.
3. **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.
4. **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/PD)
5. **Minutes: (2 mins)**
To approve the Minutes of Full Council meeting held on 11th March 2025.
6. **Planning Committee (NR) (2 mins)**
 - 6.01 Planning Committee: to approve the minutes of the Planning Committee meetings held on 11/03/25 and 01/04/25.
 - 6.02 Full Council to receive the minutes of the Planning Committee meeting held on 11/03/25 and 01/04/25.
7. **Burial Ground (DW)**
 - 7.01 Burial Ground Committee: to approve the minutes of the Burial Ground Committee meeting held on 18/03/25.
 - 7.02 Full Council to receive the minutes of the Burial Ground Committee meeting held on 18/03/25.
 - 7.03 Review of Tender documents and appointment of contractor for period April 2025 to March 2028.

8. Clerk's Report and update (Clerk) (5 mins)

8.01 To note the progress on projects

9. CIL/Asset Transfers (PD)

9.01 Update following Asset meeting.

10. Annual Parish Assembly (Clerk)

10.01 To update on the arrangements for the APA

10.02 Review of annual report

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

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

12. Communications Working Group (RH/PG/JI) (5 mins)

12.01 Website update

13. CCTV Update (PG) (5 mins)

13.01 To receive an update on the progress of CCTV.

14. Finance (RH) (10 mins)

14.01 Accounts against budget to 31/03/25

14.02 To note payments approved and authorised since the Council meeting on 11/03/25.

Thea Pitcher - Plants for HGCC Planters £ 373.50

Landmark Chambers - Oxted Quarry response £ 192.00

Refund of double refund from TDC to OPC £ 1,600.00

Surrey Playing Fields - annual affiliation fee £ 10.00

British Red Cross - hall hire £ 27.00

Clerk Expenses £ 72.89

Stocksigns - new signs for OBG pillars £ 91.91

TDC - contribution to Bouthurst Way play area £18,500.00

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

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

16. East Surrey Transport Committee Update

Minutes and reports circulated to Councillors when received.

17. South-East Community Rail Partnership (JI)

Minutes and reports circulated to Councillors when received.

Items for consideration at future meetings

**Date of the next meeting being the Annual Statutory meeting on Tuesday 13th May
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