



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

2nd July 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.(1min)
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.
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.
 - 3.01 Presentation from FREE
 - 3.02 Presentation from the Hurst Green Community Centre Acorn Project
 - 3.03 County Councillor update (CM)
 - 3.04 District Councillors update (PD)
4. **Minutes: (2 mins)(GQ)**
 - 4.01 To approve the Minutes of Full Council meeting held on 10th June 2025.
5. **Planning Committee (15 mins)(NR)**
 - 5.01 Planning Committee: to approve the minutes of the Planning Committee meeting held on 24/6/25.
 - 5.02 Full Council to receive the minutes of the Planning Committee meeting held on 24/6/25.
 - 5.03 Other Planning Matters for consideration.
6. **Clerks report and update (Clerk) (5 mins)**
 - 6.01 To note the progress on projects
7. **Local Government Reorganisation and Elections (20 mins)**
 - 7.01 Local Government Reorganisation in Surrey
 - 7.02 Local Government Reorganisation and Parish Council Elections
8. **Remembrance Day Parade and marshalling/road closure (GQ) (5 mins)**
 - 8.01 VJ80 Service of Thanksgiving

9. To Review and Adopt (GQ/PG/JH)(10 mins)

- 9.01 Code of Conduct
- 9.02 The proposed revision of NALC Standing Orders
- 9.03 The proposed revision of NALC Financial Regulations

10. Staffing Documents (GQ/JH/PG)(10 mins)

- 10.01 Review and approval of Staffing Appraisal document.
- 10.02 Review and approval of Staffing Committee Terms of Reference.

11. CIL/Asset Transfers (PD)(15 mins)

- 11.01 Hurst Green Community Centre Acorn Project

12. Communications/PR (JI)(5 mins)

- 12.01 Website update

13. Finance (RH/PG)(10 mins)

- 13.01 To receive an update from the Finance Working Group
- 13.02 To note payments approved and authorised since the Council meeting on 8th June 2025.

HMRC – PAYE & NI	£ 1,935.47
Country Garden Services Ltd – maintenance	£ 2,271.22
Clerk Salary	£ 1,210.65
ICO – Data protection fee	£ 52.00
Fairalls – bark mulch for Hurst Green Courtyard	£ 154.58
Zurich Municipal – annual insurance premium	£ 1,417.94
British Red Cross – Meeting room hire	£ 81.00
The Hygiene Bank – Grant Aid	£ 500.00
St Catherine’s Hospice – Grant Aid	£ 400.00
Citizens Advice Tandridge District – Grant Aid	£ 500.00
The Woodhouse Centre – Grant Aid	£ 360.00
Air Ambulance – Grant Aid	£ 350.00
Hurst Green Community Centre – Grant Aid	£ 500.00
Moorhouse School & College – Grant Aid	£ 500.00

14. Paid Litter Collection Job Opportunities (5 mins)

Review litter collection or related ecological work within the parish/local council.

15. Chairman’s Announcement (5 mins)

To receive an update on activities since the last council meeting.

16. South-East Community Rail Partnership (5 mins)

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

Date of the next meeting Tuesday 9th September 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

Mrs Maureen Gibbins, Parish Clerk, Phone 07510 226989