

9th January 2020

NOTICE IS HEREBY GIVEN THAT

**A Meeting of Claygate Parish Council to be held in the Small Village Hall,
Claygate Village Hall, Church Road, Claygate
on Thursday 16th January at 7.30pm**

Shirley Round

Shirley Round,
Parish Clerk & Responsible Financial Officer

The meeting is open to the public. A quarter of an hour has been reserved for members of the public to address the council, for three minutes each, on any subject relevant to the agenda. In order to address the meeting, prior arrangements must be made with the Parish Clerk and Proper Officer, who will allocate a slot in order of application. Please note that the Parish Clerk and Proper Officer and at least one councillor will be available 15 minutes prior to all meetings for visits from residents to answer any general questions.

AGENDA

1. To accept apologies for absence.
2. To receive declarations of interest in items on the agenda.
3. To confirm the Minutes of the Parish Council meeting held on 7th November 2019.
4. To report on actioning of items from previous Council minutes and agree any further action.
5. To receive the Chairman's report and decide any action arising.
6. To receive the report from the Parish Clerk & RFO and decide any action arising.
7. To receive the finance report including expenditure for the balance of the year and decide action arising.
8. To agree the Council levy a precept of £49,498 for the financial year 2020/21 holding the Band D rate at £14.15, flat for the fifth consecutive financial year.
9. To approve a budget of £52,243 for the financial year 2020/21 funded by a precept of £49,498, a discretionary Council tax support grant from EBC of £2,650 and £125 bank interest.
10. To agree the adoption of the National Association of Local Councils model Standing Orders 2018.
11. To agree and adopt the amended version of the guidance notes for booking and holding Public Meetings.
12. To discuss adoption of the Data Protection Impact Assessment (relative to Claygate Parish Council).
13. To provide an update on the EBC Local Plan and agree next steps.
14. To note the minutes of the Planning Committee, including submission of the response to the South London Waste Plan and to discuss the 2 new EBC SPD consultations and agree any action.
15. To note the minutes of the Highways, Transportation & Environment Committee and agree any action.
16. Communication, specifically Courier.
17. To consider a CIL grant application for £13,683 for road re-instatement from Torrington Close RA.
18. To discuss arrangements for the 2020 Village Meeting provisionally scheduled for 19th March.
19. Matters for information.
20. Motion to exclude Press and Public to discuss staffing matters relating to the appointment of a new Parish Clerk/RFO
21. Staffing Matters in confidence.

**To confirm that the next meeting of the Claygate Parish Council will be held on
Thursday 12th March 2020 at 7.30 pm in the Small Village Hall**