



Caring for Claygate Village

Shirley Round
Parish Clerk & RFO
Claygate Parish Council
Claygate Village Hall
Church Road
Claygate
Surrey KT10 0JP
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27th September 2018

NOTICE IS HEREBY GIVEN THAT

**A Meeting of the Environment and Leisure Committee
will be held on Thursday 4th October 2018 at 8.00 pm
in the Committee Room, Claygate Village Hall.**

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.

Shirley Round

Parish Clerk and Responsible Financial Officer

AGENDA

- 1) To accept apologies for absence.
- 2) Declaration of Interest in items on the Agenda.
- 3) To confirm Minutes of the Meeting on 2nd August 2018.
- 4) To report on actioning of items from previous Minutes.
- 5) Committee membership.
- 6) Highway Garden Site maintenance contract 2019.
- 7) Future Projects 2018/19 for budget purposes and agree action.
- 8) Report on Highway Garden Sites.
- 9) Discuss and agree final planting arrangements Hare Lane car park.
- 10) Discuss quotations for hanging baskets 2019
- 11) Discuss and agree management of OPM infestation – Meadow Road Green.
- 12) Reducing use of plastics.
- 13) Litter, litter bins, graffiti and fly-tipping.
- 14) Material for inclusion in Courier and on Website.
- 15) Matters for information purposes only.
- 16) Date of next meeting – Thursday 6th December.

Reserve: Cllr Mark Sugden