



Shirley Round
Parish Clerk & Proper Officer
Claygate Parish Council
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Claygate
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3rd October 2017

NOTICE IS HEREBY GIVEN THAT

**A Meeting of the Environment and Leisure Committee
will be held on Tuesday 10th October 2017 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 Proper Officer

AGENDA

- 1) TO ACCEPT APOLOGIES FOR ABSENCE.
- 2) DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA.
- 3) TO CONFIRM THE MINUTES OF THE LAST MEETING.
- 4) TO REPORT ON THE ACTIONING OF ITEMS FROM PREVIOUS MINUTES & AGREE ANY FURTHER ACTION.
- 5) TO DISCUSS AND AGREE BUDGET FOR 2018/19 TO REPORT TO COUNCIL ON 16TH NOVEMBER
- 6) TO DISCUSS HANGING BASKETS FOR 2017/18 AND AGREE ACTION.
- 7) TO DISCUSS THE HIGHWAY GARDEN SITES AND SIMILAR SITES AND AGREE ACTION.
- 8) TO DISCUSS INCLUSION OF THE WAR MEMORIAL SITE ON THE HGS INSPECTION LIST
- 9) TO DISCUSS LITTER, LITTER BINS, GRAFFITI AND FLY-TIPPING AND AGREE ACTION.
- 10) TO DISCUSS WHAT POLICY IF ANY THERE SHOULD BE FOR MAINTAINING UNADOPTED GRASS VERGES AND AGREE ACTION
- 11) TO DISCUSS MATERIAL FOR INCLUSION IN THE COURIER AND ON THE WEBSITE.
- 12) MATTERS FOR INFORMATION PURPOSES ONLY.
- 13) TO CONFIRM THE DATE OF THE NEXT MEETING – THURSDAY 7TH DECEMBER 2017