

CHARLWOOD PARISH COUNCIL

Serving the communities of Charlwood, Hookwood and Norwood Hill

www.charlwoodparishcouncil.gov.uk

e-mail: clerk@charlwoodparishcouncil.gov.uk

NOTICE OF MEETING OF PARISH COUNCIL

Notice is hereby given that

Members are summoned to attend the Meeting of the Parish Council for the Charlwood Parish to be held on Monday 16th September at the Tesco Community Room, Tesco, Hookwood at 7:30pm.

THE PUBLIC AND PRESS HAVE A RIGHT AND ARE CORDIALLY INVITED TO BE PRESENT AND AN OPPORTUNITY WILL BE GIVEN TO ASK QUESTIONS OR MAKE STATEMENTS

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST** – *All members present are required to declare, at this point in the meeting or as soon as possible thereafter: (i) any Disclosable Pecuniary Interests (DPI) and/or (ii) other interests arising under the Code of Conduct; in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If I doubt, advice should be sought from the Parish Clerk or Monitoring Officer prior to the meeting.*
3. **MINUTES OF PREVIOUS MEETINGS**
 - 3.1 Chairman's Comments
 - 3.2 Minutes of the previous Full Parish Council meeting held on the 15th July 2024 and from the Services & Amenities (S&A) Committee meeting of the 6th August 2024 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41).
4. **PUBLIC QUESTIONS** (*up to 15 minutes allocated time, limited to 1 per member of public, 1 follow up question allowed at chair's discretion*)
 - 4.1 A resident emailed asking if it was possible for the Parish Council to put pressure on SCC to undertake a comprehensive re-surfacing of the Horley Road outside Brook Farm (house) for 30-50 metres so residents do not have to suffer their cars' (suspension) being buffeted by the dreadful, potholed, road surface. The resident has already written to SCC but has not received a response and no action has been taken.
5. **PLANNING, HIGHWAYS AND ENVIRONMENT**
 - 5.1 Report of Planning Committee and recommendations on applications to four weeks ending 26th July 2024 and the four weeks to the 23rd August 2024.

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- 5.2 Proposed reforms to the NPPF Consultation
- 5.2 Development at Povey Cross – update
- 5.3 Neighbourhood Plan - update
- 5.4 Mole Valley Local Plan
- 5.5 Environmental Matters
- 5.6 Water Flow Project – update
- 5.7 Fly-tipping/Litter

6. SERVICES AND AMENITIES

- 6.1 Withey
 - 6.1.1 To consider and agree whether to approve the quote for repairs to the Playground equipment £2338.37 excl. VAT Pavilion
- 6.2 Recreation Ground
- 6.3 Millennium Field
 - 6.3.1 To consider and agree whether to approve the quote for repairs to the Playground and equipment £3518.76 excl. VAT.
- 6.4 New leases: Millennium Field and The Withey update if available.
- 6.5 Glebe Field - Update
- 6.6 The Hovel – Update
- 6.7 The Cage
- 6.8 Footpaths & R.O.W
 - 6.8.1 To consider and agree whether to purchase an additional self-closing gate £306.72 excl. VAT and decide which budget line to use.

7. PARISH MATTERS

- 7.1 Traffic Calming & Car Parks – update
 - 7.1.1 To consider and agree whether to ask CG (a local) and pay him to help deliver the Car Park Consultation documents and Newsletters that Cllrs are unable to deliver themselves.
 - 7.1.2 Status update on Consultation: agree that clerks / additional neutral person from outside the Parish will perform the results count
- 7.2 Parish Council Communications / Parish Pump submissions process
- 7.3 Community Events and Affairs
- 7.4 Wickens Orchard
- 7.5 Community Resilience & Emergency Plan
 - 7.5.1 Consider and agree next steps for progress and adoption
- 7.6 To consider whether the PC wants to help create awareness of Brookwood Medical Practices Mental Health Services
- 7.7 Parish Council web site, request for Cllr. bio and picture
- 7.8 Bus Service

8. FINANCE & BUDGET

- 8.1 To approve the accounts for August/September 2024
- 8.2 To note payments received and cleared payments July/August '24
- 8.3 To note authorised transfers for August/September '24
- 8.4 To approve Accounts for payments for September '24

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8.5 To approve the movement of any excess funds from the Barclays Community Account to the Barclays Savings Account as and when appropriate to maximise interest earned.

8.6 To consider and agree whether to approve the request for a grant of £10K from the PCC for repairing the Church Wall.

8.7 To consider and agree whether to provide a donation to Surrey Marie Curie (no specific amount requested).

8.8 **BUDGET** – items for consideration for 2025/26 budget

10. REPORTS FROM REPRESENTATIVES

11. PROCEDURES AND STANDING ORDERS OF THE COUNCIL

11.1 Social Media Policy and GDPR policy update

11.2 to agree to set up policy working group

12. GOVERNANCE

12.1 External Audit 2023/24 'Except for matters....'

13. EMPLOYMENT MATTERS

13.1 to approve the recommendations of the staffing committee

14. AOB

14.1 MVDC Community Fund – To consider and agree whether the PC wants to help promote the MVDC Community Fund in creating awareness with local community groups and charities.

14.2 Evaluate what action the Parish Council can or should take to ensure the future safety of resident and visitors from being bitten by a dog not on a lead on land owned by the Parish Council.

15. PUBLIC COMMENTS

16. DATES OF FORTHCOMING MEETINGS

- Services & Amenities Committee Meeting – **Tuesday, 1st October 2024 at 6:30pm**, The Pavilion
- Planning Committee meeting – **Tuesday, 1st October 2024 at 7:30pm**, The Pavilion
- Finance Committee meeting – **3rd October 2024 at 7.30 pm**, The Pavilion
- Full Parish Council Meeting – **Monday 21st October 2024** at 7:30pm, The Pavilion

Janette Coulthard
Clerk to the Council

Janette Coulthard

Issued 11th September 2024

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