Members of Nutfield Parish Council are summoned to attend the meeting to be held on Wednesday 7th October 2020 at 7:30pm online (due to Coronavirus (COVID19)).

PUBLIC AND PRESS TO CONTACT THE CLERK ON THE ABOVE CONTACT DETAILS IF THEY WISH TO ATTEND THE ONLINE MEETING.

Signed: Nicky Chiswick, Clerk to Nutfield Parish Council, 1st October 2020

AGENDA

1. The Chair to open the meeting.

2. Councillor Apologies for Absence.

3. Code of Members' Conduct
   To receive disclosure of any changes to Councillor’s Notification of Disclosable Pecuniary & Other Interests Forms and to receive disclosure by Councillors of any Disclosable Pecuniary Interests and/or other interests arising under the Code of Conduct in respect of any items on the agenda.

4. Public Session (a maximum of 20 minutes)

5. Report from County & District Councillors (a maximum of 10 minutes)

6. Acceptance of Last Minutes
   To approve and sign the minutes of the meeting held on 2nd September 2020

7. Planning Applications
   To discuss and review (including any expenditure) the planning applications and appeals notified by Tandridge District Council (TDC) and Reigate & Banstead District Council (R&B) since the Parish Council’s last meeting:

   2020/1478 12 Trindles Road, South Nutfield RH1 4JN. Installation of new window to flank elevation. (Certificate of Lawfulness for Proposed Use or Development)

   20/01430/9A Thepps Close, South Nutfield RH1 5NX. Erection of an outbuilding.

   2020/1679 Redhill Aerodrome Kings Mill Lane Redhill Surrey. Retention of widened hard standing on Taxiway C/D. 14m width across the entire 490m stretch
   - Confirmation of same response as per TDC’s application for the same planning application (2020/1199)
8. **Reports from The Clerk including highways and employment matters.**
   To include, where appropriate, discussions and agreement of the next steps and expenditure in respect of:
   1. Remembrance Day events Tandridge District Council guidance
   2. 2021 meeting dates
   3. Parking review
   4. Other correspondence

9. **Local Transport**
   Councillors to discuss issues (including any consultations) relating to local transport, including airports, and agree a course of action and, if appropriate, any related expenditure.
   - RACC Meeting?

10. **Finance**
    1. Clerk to provide details of the NPC bank balances including CIL summary and Bank Reconciliation.
    2. Present Cemetery income/expenditure to date
    3. SES water rates
    4. Internal 2020/2021 Audit information submission

11. **Coronavirus (COVID19)**
    To discuss any items that fall under the above title that need agreeing and agree expenditure related to this – to include:
    - Road Monitor update
    - Food Box update
    - Allotment update
    - Cemetery update
    - Contractors update
    - Open spaces update (to include Basketball Court discussion)
    - Staff update
    - Other

12. **Police Update**
    a) To run through meeting from the 23rd September.
       - Quarry Lake – Aqua Sport criminal damage and invite to October meeting
       - Trindles Road/Mid Street Parking
       - M23 Flyover – landowners?
    b) **CCTV**
       - To update on progress.
       - To include 50% payment, updated proposal, to answer a parishioner’s question that was sent to the Clerk and next steps

13. **Grant Applications**
    Councillors to consider any applications received and, if appropriate, approve donation(s).

14. **Working Groups**
    Councillors to review and discuss the reports from each Working Group and, where appropriate, to agree actions and expenditure
- Communication
  o Website and Website Accessibility update
- Highways
  o Review Highways report
  o To increase Highways Assistant monthly hours to 5 if needed (From 4)
  o Drain update and street Cleaning
- Cemetery – Update on the Cemetery Working Group report, discuss findings and agree expenditure on proposals where necessary. In addition to the report, to discuss and agree spend on the below:
  - Nutfield Link - a quarter page colour advertisement which will be at the discounted cost of £47.50 for the 12 issues of the Nutfield Link in 2021.

15. **Groundworks, land, and tree management (including cemeteries, allotments, jubilee fields and ‘village green’)**
   To review and, if appropriate, approve expenditure.
   a) Jubilee Field Trees
   b) Jubilee Field fence
   c) Triangle Tree quote
   d) Tree summary for 2020 and learnings
   e) Allotment Disabled Access

16. **Events (public) And Meetings of Outside Bodies (other than transport groups)**
   Councillors to approve, as appropriate, attendees and any related expenditure in respect of events.

17. **Councillor Surgeries and Monthly News Article**
   a. Link monthly news article topics to be discussed and decided upon.

18. **Training (and conferences).**
   To consider and, if appropriate, agree participants and approve any related expenditure.
   - Planning Training – planning working group
   - WA Excel course - Clerk

19. **Payment(s)**
   Council to, if appropriate, approve the list of payments (including any funded using Community Infrastructure Levy funds).

20. **Any other business the chairman is of the opinion should be considered at the meeting as a matter of urgency**

21. **Notification of Business for Inclusion on the Next Agenda**
   Councillors to consider and nominate items for the agenda of the next meeting.

22. **Next Meeting Date(s)**
   To confirm the Councils next meeting on 4\textsuperscript{th} November 2020. TBC

23. **Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960:**
   To include items that need consideration and/or a decision whilst excluding the public.