



Nutfield Parish Council

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Members of Nutfield Parish Council are summoned to attend the meeting to be held on Wednesday 4th September 2019 at 7:30pm at the at Nutfield Memorial Hall, High Street, Nutfield, Surrey, RH1 4HE

PUBLIC AND PRESS ARE WELCOME TO ATTEND

AGENDA

1.	The Chair to open the meeting.
2.	Councillor Apologies For Absence.
3.	Code Of Members' Conduct <i>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.</i>
4.	Public Session (a maximum of 20 minutes)
5.	Report from County & District Councillors (a maximum of 10 minutes)
6.	Acceptance Of Last Minutes <i>To approve and sign the minutes of the meeting held on 14th August 2019</i>
7.	Council Vacancy – Co-option - Councillors to discuss and, as appropriate, approve co-option of potentially two new Councillors. - Councillor training options.
8.	Planning Applications <i>To discuss and review (including any expenditure) the 0 applications notified by Tandridge District Council (TDC) since the Parish Council's last meeting:</i> - Councillors to discuss The Nutfield Activity Park Log to date.
9.	Reports From The Clerk including highways and employment matters. <i>To include, where appropriate, discussions and agreement of the next steps and expenditure in respect of:</i> 1. Litter and dog waste bin replacement 2. Mid Street key update 3. NPC Maintenance work 4. Memorial Hall Correspondence 5. Share External Audit 2018/2019 confirmation – On noticeboard and website 6. Other correspondence
10.	Local Transport <i>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.</i> - Sam Gyimah meeting update required

11.	<p>Finance</p> <ol style="list-style-type: none"> 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 update 4. Lloyds Update – CIL money transfer 5. Timeframe for 2019/2020 budget 6. Community and Highways SCC project fund
12.	<p>Police Update</p> <p>Agree Next meeting date (16th September 2019 @ 10am) and finalise agenda</p>
13.	<p>Grant Applications</p> <p>Councillors to consider any applications received and, if appropriate, approve donation(s).</p>
14.	<p>Working Groups</p> <p>Councillors to review and discuss the reports from each Working Group and, where appropriate, to agree actions. Also, changes, if required, to group memberships and/or responsibilities to be noted:</p> <ul style="list-style-type: none"> - <u>Communications</u> <ul style="list-style-type: none"> - Update on SharePoint - To propose purchase of two additional email addresses taking the total to: <ul style="list-style-type: none"> * 2 full packages (Clerk and Assistant Clerk) * 10 email packages (9 Councillors and 1 highways email) * Additional monthly cost of £9 a month - <u>Staffing</u> – Discuss Project Management role and next steps - <u>Highways</u> – Update on the Highways Working Group report, discuss findings and agree expenditure on proposals where necessary - <u>Cemetery</u> - Update on the Cemetery Working Group report, discuss findings and agree expenditure on proposals where necessary.
15.	<p>Groundworks, land and tree management (including cemeteries, allotments, jubilee fields and ‘village green’)</p> <p>To review and, if appropriate, approve expenditure.</p> <ul style="list-style-type: none"> - Jubilee Fields?
16.	<p>Events (public) And Meetings Of Outside Bodies (other than transport groups)</p> <p>Councillors to approve, as appropriate, attendees and any related expenditure in respect of events.</p> <ul style="list-style-type: none"> - Plane Wrong AGM and campaign against Gatwick master plan roadshow at Betchworth Village hall at 7.30 on Thursday 17th October.
17.	<p>Councillor Surgeries And Monthly News Article</p> <ul style="list-style-type: none"> - Confirm 14th September - Link monthly news article topics to be discussed and decided upon.
18.	<p>Training (and conferences).</p> <p>To consider and, if appropriate, agree participants and approve any related expenditure.</p> <ul style="list-style-type: none"> - SLCC Regional Training Day – 18th March - Clerk
19.	<p>Payment(s)</p> <p>Council to, if appropriate, approve the list of payments (including any funded using Community Infrastructure Levy funds).</p>
20.	<p>Any other business the chairman is of the opinion should be considered at the meeting as a matter of urgency</p>
21.	<p>Notification Of Business For Inclusion On The Next Agenda</p> <p>Councillors to consider and nominate items for the agenda of the next meeting.</p>

22.	Next Meeting Date(s) <i>To confirm the Councils next meeting on 2nd October 2019. Nutfield Village Hall, Mid Street, Nutfield, Surrey, RH1 4JJ.</i>
23.	Sub-section 2 – Public Bodies (Admissions to Meetings) Act 1960: <i>To include items that need consideration and/or a decision whilst excluding the public.</i>