Nutfield Parish Council

Locum Clerk to the Parish Council: Mr Andy Beams
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Members of Nutfield Parish Council are summoned to attend the meeting to be held on
Wednesday 10th July 2024 at 7:30pm – Committee Room, Nutfield Village Hall

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PUBLIC AND PRESS TO CONTACT THE CLERK ON THE ABOVE CONTACT DETAILS IF THEY WISH TO ATTEND THE MEETING (by booking only).

Signed: Andy Beams, Parish Clerk (Locum) to Nutfield Parish Council, 4th July 2024

AGENDA

1.	**To Appoint the Locum Clerk as Proper Officer for this meeting**
2.	**The Vice Chair to Open the Meeting**
3.	**To Elect a New Chair**
4.	**Councillor Apologies for Absence.**
5.	**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.
6.	**Public Session (a maximum of 20 minutes)**
7.	**Report from County & District Councillors (a maximum of 10 minutes)**
8.	**Acceptance of Last Minutes** To approve and sign the minutes of the meeting held on 12th June 2024.
9.	**Planning Applications** To discuss and review (including any expenditure) the planning applications and appeals notified by Tandridge District Council (TDC) since the Parish Council's last meeting. • 2024/446 22 Braes Mead. Erection of front first floor extension over existing ground floor study and porch. • 2024/568 Bywood, Kings Cross Lane, South Nutfield, Erection of single storey side extension.
10.	**Update from the RFO** • Bank accounts update. • Cemetery Finance update. • CIL payments update (if any). • Report on reserves • Budget update
11.	**Monthly News Article** • Agree Councillor responsibility • Link/Web monthly news article topics to be discussed and decided upon.
12.	**Notification of Business for Inclusion on the Next Agenda** *Councillors to consider and nominate items for the agenda of the next meeting.*
13.	**Payment(s)** *Council to, if appropriate, approve the list of payments (including any funded using Community Infrastructure Levy funds).* • Sign off monthly reconciliations.

14.	**Working Groups** To appoint a third Councillor to the Staffing Working Group and other changes as required.
15.	**Councillor Co-opt Policy** To adopt the policy for Co-opting a Councillor
16.	**Exclusion of Press and Public** The Chair will move that in accordance with the Public Bodies (admission to meetings) Act 1960 the Press and Public be excluded from the meeting during the discussion on the next items of business
17.	**Appointment of RFO and Locum Clerk**
18.	**Next Meeting Date(s)** *To confirm the Councils next meeting on 14th August 2024 – Nutfield Village Hall.*