

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

Mrs S Endersby

2 May 2017

The Bounty
Godstone Green
Godstone, Surrey
RH9 8DY

Telephone/Fax: 01883 744209

Members are summoned to the Annual meeting of Godstone Parish Council to be held on
Monday 8 May 2017 at 7.30 pm at St Stephens Church, South Godstone, Godstone



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Clerk to Godstone Parish Council

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.

Questions from Members of the Public – members of the public are entitled to speak, only once, in respect of business itemised on the agenda or a matter of their concern and shall not speak for more than 5 minutes. Any inputs outside of the time allocated for public participation will be at the discretion of the chair.

AGENDA

1. **County and District Councillors** – Brief report on matters affecting the Parish
2. **Election of Chairman; Vice Chair and Declaration of Acceptance of Office**
3. **Committees** –
 - 3.1 Election of Committee Members to Planning; Neighbourhood Plan and Finance committees
 - 3.2 Terms of Reference of Planning; Neighbourhood Plan and Finance committees
4. **Election of Representatives**
 - 4.1 Surrey County Association of Parish and Town Councils (2)
 - 4.2 Godstone Preservation Society
 - 4.3 White Hart Barn Committee
 - 4.4 Citizens Advice Bureau
 - 4.5 Surrey Rail Forum
 - 4.6 Blindley Heath Management Committee – with representatives from Tandridge District Council.
 - 4.7 Godstone United Charities
 - 4.8 Gatwick Area Committee
 - 4.9 North Park Farm Quarry
 - 4.10 Redhill Aerodrome Consultative Committee
 - 4.11 Godstone Village Association.
 - 4.12 Surrey Countryside Access Forum
 - 4.13 North Downs Line CRP
 - 4.14 River Eden
5. **Appointments of areas of responsibility**
 - 5.1 Allotments - includes Salisbury Road and Hilly Fields sites
 - 5.2 Blindley Heath Common
 - 5.3 Godstone Burial Grounds
 - 5.4 Godstone Green: includes Godstone Green/Greenview/South View
 - 5.5 Hilly Fields
 - 5.6 Tilburstow Common
 - 5.7 Maintenance contractor overseer
 - 5.8 Website Co-ordinator
 - 5.9 Newsletters (3)
6. **Annual Matters to note and review**
 - 6.1 Standing Orders/Financial Regulations
 - 6.2 Complaints Procedure
 - 6.3 Summons to attend Meetings - Consent to summons by email
 - 6.4 Meeting dates for the year June 2017–May 2018
 - 6.5 Publication Scheme

7. Apologies and reasons for absence

8. Declarations of Interest - All Members present are required to declare, at this point in the meeting or as soon as possible thereafter.

9. Minutes of the previous meetings held on 3 April 2017 to be confirmed and signed by the Chairman.

10. Neighbourhood Plan Committee - To receive report and consider any recommendations

11. HGV – Report on monitoring

12. Annual Parish Meeting

13. Reports

- 13.1 Action taken – to be ratified (if any)
- 13.2 Clerks Report
- 13.3 Chairman's Report – (for noting) information only
- 13.4 Reports (for noting) from representatives on outside bodies etc.
- 13.5 Reports (for noting) from Members' areas of responsibility

14. Current Planning issues

- 14.1 District Council Planning Decisions
- 14.2 Current Planning Lists and applications
 - i. Report from the Planning Committee meeting held on Monday 27 March 2017
 - ii. Planning applications received since the Planning Committee:

2017/714	5 Harts Lane, South Godstone RH9 8LZ
2017/563	Whyte Gate Farm, Tilburstow Hill Road, South Godstone RH9 8LY
2017/414	110 Ockleys Mead, Godstone RH9 8BA

- 14.3 Any other current planning matters, including Appeal

15. Finance

- 15.1 Accounts for payment - to approve **April** accounts for payment
- 15.2 Financial Report to **March** receive and note.
- 15.3 Salaries and Pensions
- 15.4 Direct Debits and Monies Received
- 15.5 Grants
- 15.6 Audit
- 15.7 Local Government Transparency Code – Quarterly information for publication Jan – Mar 2017
- 15.8 VAT Claim October 2016 – March 2017
- 15.9 Parish Council Accounts – Year ended 31st March 2017 - To approve and sign
- 15.10 Community Infrastructure Levy Funding Annual Report request from Tandridge District Council

16. Greens, Commons and Land - To receive updates, reports and consider any recommendations:

- 16.1 Car Park - to include:
 - i. Consider quotes in relation to Contamination and Archaeological reports required
- 16.2 Hilly Fields Allotments
- 16.3 Salisbury Road Allotments - to include:
 - i. Consider quotes in relation to plotting and mapping allotment site
 - ii. Consider the potential decisions required by the Parish Council dependent on the outcome of Planning Application 2017/194 Garages, Salisbury Rd, Godstone RH9 8AB
- 16.4 Godstone Green
- 16.5 Blindley Heath - to include:
 - i. Blindley Heath – Consider action to be taken in relation to the ringfenced funds
- 16.6 Tilburstow Hill Common

17. Burial Grounds

- 17.1 Applications for Exclusive Rights of Burial
- 17.2 Applications for consent to erect Memorials
- 17.3 War Memorials
- 17.4 Footpath clearance – Pending work to be repair damage to access route.
- 17.5 Posterngate Farm Memorial Site

18. Correspondence - To note

19. Matters for reporting or inclusion on future agendas

Part 2 matters - Consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.

**The next meeting of the Parish Council will be held at 7.30 pm on Monday 5 June 2017
at St Stephens Church, South Godstone, Godstone**