

Godstone Parish Council

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

Clerk to the Parish Council

S Endersby

31 January 2024

The Bounty
Godstone Green
Godstone, Surrey, RH9 8DY

Telephone/Fax: 01883 744209

AGENDA

Members are summoned to the meeting of Godstone Parish Council to be held on
Monday 5 February 2024 at 7.30pm at St Stephens, South Godstone.

S Endersby - Clerk to Godstone Parish Council

The public and press have a right and are cordially invited to participate, and an opportunity will be given to ask questions or make statements.

1. **Questions from Members of the Public**
2. **Apologies and reasons for absence**
3. **Declarations of Interest**
4. **County and District Councillors** – Brief report on matters affecting the Parish.
5. **Minutes** of the meeting held on 8 January 2024
6. **Motions from Councillors**
 - 6.1 Appoint Cllr S Beagley to the Greenspace Committee
(Proposer: I Smith; and Seconded: TBC)
 - 6.2 Appoint Cllr S Beagley to the Planning Committee
(Proposer: J Gardner; and Seconded: TBC)
 - 6.3 Confirm the Amended Letter of Confirmation of the working relationship between Godstone Parish Council and Godstone Allotment Association and that it be signed on behalf of Godstone Parish Council.
(Proposer: I Smith; and Seconded: TBC)
 - 6.4 Request that council be reminded of the Code of Conduct and Media and Communications Policy in relation to communicating with members of the public (both written or spoken) on council matters.
Request that council considers any changes considered necessary to either policy to address any matters of concern.
(Proposer: C Farr; and Seconded: S Farr)
 - 6.5 Request that council be reminded of the requirement that the issuing of documents on behalf of council should be via the Clerk or under any delegated approval agreed by council.
(Proposer: C Farr; and Seconded: S Farr)
7. **Reports**
 - 7.1 Clerks Report - Matters to bring to the Councils attention and update on Actions from Previous meeting.
 - 7.2 Chairman's Report – (for noting) information only.
 - 7.3 Reports (for noting) from representatives on outside bodies etc.
 - 7.4 Reports from Committees
 - 7.4.1 Greenspace Committee Report
 - i. Report of the meeting of meetings 15 January 2024 and 26 January 2024
 - ii. Update on Christmas lights – Information on the planning application submitted for the Christmas lights.
 - iii. Greenspace Committee Recommendations in relation to the Playground inspection report and Basketball hoop.
 - iv. Recommendation of allotment fees
8. **Bounty**
 - 8.1 Consideration of final papers as provided by the council's solicitor in relation to the purchase the Bounty.
 - 8.1.1 Update Contract (version date: 4 January 2024)

- 8.1.2 Transfer of Freehold (version date: 15 January 2024)
- 8.1.3 Surrender of the existing lease ((version date: 15 January 2024)
- 8.1.4 Report on the title

9. Greens, Commons and Land – Matters to bring to the Councils attention in relation to areas of the Parish:

- 9.1 Godstone
 - 9.1.1 Memorial Bench application
- 9.2 Godstone Playground
 - 9.2.1 Consider recommendations of the Greenspace Committee in relation to the inspection report and any associated works or costs for approval.
- 9.3 Hilly Fields
- 9.4 Salisbury Road Allotments
- 9.5 Tilburstow Hill and The Enterdent
 - 9.5.1 Request to complete works on tree near house 14 The Enterdent.
 - 9.5.2 Bank slide and Compromised Trees
- 9.6 South Godstone
- 9.7 Blindley Heath
 - 9.7.1 BHCC – Electricity charge

10. Burial Ground and Exclusive Rights of Burial Applications and Memorial Applications

11. Wayleaves – Reviews and updates

- 11.1 Tippywychett
 - 11.1.1 Consideration of Letter from property owner's solicitor
 - 11.1.2 Consideration of seeking solicitor opinion on behalf of Parish council

12. Finance, Audit and Policy Matters

- 12.1 Accounts for Payment - to approve **JANUARY** accounts for payment
- 12.2 Finance Papers up to **30 November 2023**
 - i. Bank Reconciliations
 - ii. Accounts Reports – Income and Expenditure by Budget; Reserves Sheet, Balance Sheet and Summary of Funds available.
- 12.3 Updated Internal Auditor Engagement letter – for approval following council agreeing to proceed with a three year deal.
- 12.4 Code of Conduct Policy – Updated version from the LGA for approval and adoption.

13. Correspondence

- 13.2 Correspondence sent since last meeting

14. Matters for reporting or inclusion on future agendas

Part 2 – To 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 is scheduled to be held on **Monday 4 March 2024 at 7.30pm**, at St Stephens.