

Godstone Parish Council

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

Clerk to the Parish Council

S Endersby

Admin Assistant

W Dennis

The Bounty
Godstone Green
Godstone, Surrey, RH9 8DY

Telephone/Fax: 01883 744209

AGENDA

Councillors are summoned to the **Annual meeting** of Godstone Parish Council to be held on
Monday 13 May 2023 at 7.30pm at St Stephens, South Godstone

- 1. Election of the Chairman of the Council and Vice-Chairman**
 - 1.1 Nominations for Chairperson to be proposed and seconded by councillors.
 - 1.2 Nominations for Vice-Chairperson to be proposed and seconded by councillors.
- 2. Questions from Members of the Public**
- 3. Apologies and reasons for absence**
 - 3.1 Resignations and Casual Vacancies
 - 3.2 Apologies
- 4. Declarations of Interest**
- 5. County and District Councillors –** Brief report on matters affecting the Parish
- 6. Minutes** of the previous meeting held on Monday 8 April 2023
- 7. Godstone Quarry – Planning Application 2022/1523 - s106 Agreement**
 - 7.1 Review of correspondence
 - 7.1.1 TDC and Ashill
 - 7.1.2 Parish Solicitor
 - 7.1.3 Review by Cllrs J Gardner and S Beagley as delegated to them following meeting of 22 April 2024
 - 7.2 Consideration of acceptance of the final draft and approval to sign on behalf of Parish Council
- 8. Blindley Heath**
 - 8.1 Typpywychett
 - 8.2 Martyns Platt
- 9. Committees**
 - 9.1 Review of delegation arrangements to committees and sub-committees
 - 9.1.1 Committees – Finance; Planning; Neighbourhood Plan and Greenspaces Committee
 - 9.1.2 Sub Committees - Greenspaces Sub Committee
 - 9.1.3 Non-Standing Committees - Staff Appeals; Staff Grievance and Disciplinary
 - 9.2 Review of the Terms of Reference for committees - Finance; Planning; Neighbourhood Plan and Greenspaces Committee
 - 9.3 Appointment of members to existing committees and appointment of each committee Chairperson - Finance; Planning; Neighbourhood Plan and Greenspaces Committee
 - 9.4 Appointment of any new committees in accordance with standing order 4
- 10. Annual Matters to Review**
 - 10.1 Review and adoption of standing orders
 - 10.2 Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses
 - 10.3 Review of delegation arrangements to staff, not-for-profit bodies and other local authorities
 - 10.4 Review of representation on or work with external bodies and arrangements for reporting back
 - 10.5 Confirmation of arrangements for insurance cover in respect of all insurable risks
 - 10.6 Review of the Council's and/or staff subscriptions to other bodies
- 11. Annual Review of Policies**
 - 11.1 Review of the Council's complaints procedure
 - 11.2 Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
 - 11.3 Review of the Council's policy for dealing with the press/media (incl. Social Media)

11.3.1 Social Media

11.3.2 Press and Media policy

11.4 Review of the Council's employment policies and procedures

12. Finance Matters

12.1 Annual Review and adoption of Financial Regulations

12.2 Annual Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.

12.3 Review of inventory of land and other assets including buildings and office equipment

12.4 Grants and CIL

12.4.1 Grants

12.4.2 CIL

12.5 Accounts for payment - to approve APRIL accounts for payment

12.6 Rialtas Invoice

12.7 Accounting Statements - Summary Financial Report and end of year review

12.7.1 Summary Financial Report to JANUARY and FEBRUARY

12.7.2 Summary Financial Report to MARCH receive and end of year review

12.8 Final Internal Audit for FY2023-24

12.9 Transparency Obligations

12.10 Annual Governance and Accountability Return (AGAR)

12.10.1 Approve Section 1, Annual Governance Statement -

12.10.2 Approve Section 2, Accounting Statements

13. Meetings 2024 – 2025 - Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

14. Appointments of areas of inspection responsibilities

15. Reports

15.1 **Clerks Report - Matters to bring to the Councils attention.**

15.1.1 Bikeability Level 2 cycle training for Godstone Village School

15.1.2 Staff matter

15.1.3 SALC update

15.1.3 Trees and Tree Works

15.1.4 Christmas Lights

15.2 **Chairman's Report – (for noting) information only.**

15.3 **Reports (for noting) from representatives on outside bodies etc.**

15.3.1 BHLG

16. Motions from Council

16.1 Dealing with ineffectual contractors (Proposed by Council at last meeting)

17. Greens, Commons and Land, to include:

17.1 Godstone, including Hilly Fields

17.1.1 Southview

17.1.2 Wagon Pond

17.2 Salisbury Road Allotments

17.3 Tilburstow Hill/The Enterdent

17.4 South Godstone

17.5 Blindley Heath

18. Burial Grounds and Memorials

18.1 Exclusive Rights of Burial Applications; Memorial Applications; and Bench Memorial Applications

18.2 D-Day 80 year anniversary 6 June 2024

19. Correspondence

20. 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.