

Godstone Parish Council

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

Clerk to the Parish Council

Mrs S Endersby

Admin Assistant

Mrs E Cross

The Bounty
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MINUTES

for the Meeting of Godstone Parish Council held on

Monday 4 February 2019 at 7.30pm at St Stephens Church, South Godstone, RH9 8EY

Members: Cllrs J Gardner, C Farr, D Stone, J Farnaby, B Davis, C White and M McLoughlin.

Apologies: Cllrs R Johnson and M Gillman

In attendance: Mrs S Endersby

Public Forum: A Rabbetts, C Swan and M Sydney

1. Questions from Members of the Public

1.1 A Rabbetts, Godstone – Reported that the GVA had responded to the Surrey Waste Plan Consultation on the grounds that it is unsound.

1.2 M Sydney, Blindley Heath – Reported that S Gyimah MP had hosted a business meeting, including Tandridge District Councillors, at Downing Street.

2. County and District Councillors

2.1 Apologies were received from Councillors N Childs and E Blake-Thomas.

2.2 District Councillor C Farr – Reported the arrival of the crane in Oxted to dismantle the gasholder.

3. Apologies and reasons for absence

3.1 Apologies have been received from Councillors R Johnson and M Gillman due to prior personal commitments.

RESOLVED – Councillors unanimously accepted the apologies received.

4. Declarations of Interest – None

5. Minutes

5.1 Councillors considered the minutes of the meetings held on 7 January 2019 and the Extraordinary meeting held on 17 December 2018.

RESOLVED – Councillors unanimously agreed that the minutes of the meeting held on Monday 7 January 2019 were an accurate record of the meetings and should be signed by the Chairman.

RESOLVED – Councillors unanimously agreed that the minutes of the meeting Extraordinary meeting held on 17 December 2018 were an accurate record of the meetings and should be signed by the Chairman.

6. Neighbourhood Plan Committee

6.1 It was noted that the Survey results had been circulated to Parish councillors.

6.2 It was noted that Tandridge District Council (TDC) had confirmed receipt of the delivery of the Godstone Neighbourhood Plan and had stated that they would arrange a meeting.

6.3 The committee and Clerk had liaised with the TDC representative to arrange the meeting, but it had not been possible due to TDC work commitments.

6.4 The committee continue to work on refining the plans policies.

7. Motions proposed for discussion by Councillors and any business which the Chairman deems Urgent (Standing orders 5.4)

7.1 Waste consultation www.surreycc.gov.uk/newwasteplan

7.1.1 Councillors noted the Surrey Waste Local Plan (SWLP) that will cover the period 2018 to 2033 is at the Submission stage, representations to be made between 14 January 2019 and 10 March 2019.

7.1.2 Councillors noted that the Parish had submitted comments when Surrey County Council consulted on a draft version of the plan between 1 November 2017 and 7 February 2018.

RESOLVED – Councillors unanimously agreed that a response be prepared for submission by the Parish Council raising concerns about the expectations on Lambs Business Parks capability and objections in relation to the lack of consideration given to the impact on the local community.

ACTION 2/2019 – 1 – Councillors C Farr and B Davis to prepare a response on the New Waste Plan. Final draft to be circulated to all Parish Councillors prior to submission. Cllrs C Farr and B Davis to liaise with the Clerk to submit the Parish Council response.

7.2 Independent Candidate for Godstone Ward - May District elections

- 7.2.1 C Swann was invited to introduce herself and proceeded to explain why she had decided to put herself forward as a candidate.
- 7.2.2 Councillors considered the following motion – Does Godstone Parish Council wish to endorse C Swan as an Independent Candidate for Godstone Ward for the May District elections – Proposed by Cllr B Davis and Seconded by Cllr C Farr.
- 7.2.3 It was noted that as previously confirmed (December 2017) when the Parish Council had sought guidance, the council may endorse a candidate, but not fund them in any way.

RESOLVED – Councillors unanimously agreed that Godstone Parish Council endorse C Swann as a candidate for Godstone Ward for the May District elections.

- 7.3 Campaign materials - Councillors considered the following motion – Will Godstone Parish Council allow C Swann and her agents to place posters and banners on Parish council land subject to advanced approval by the Clerk of the council to ensure that said posters and banners do not contravene any bylaws - Proposed by Cllr B Davis and Seconded by Cllr C Farr.

RESOLVED – Councillors unanimously agreed that C Swann be allowed to place election posters and banners on Parish council land, subject to advanced approval by the Clerk and on confirmation that posters and banners do not contravene any bylaws.

8. Tandridge District Local Plan and Garden Village

- 8.1 Councillors noted the update from Councillors C Farr, J Gardner and B Davis on the current position of Tandridge District Council (TDC) Local Plan following their attendance at the January TDC Planning Policy meeting:
 - 8.1.1 Councillors reported that there were certain documents included in the Local Plan papers sent to the inspector that had changed from the papers that were part of the Draft Local Plan Consultation (Regulation 19).
 - 8.1.2 Councillors reported their concerns that TDC did not intend to disclose to the inspector that certain sections of the Local Plan had been inserted or amended since the Draft Local Plan Consultation (Regulation 19).
 - 8.1.3 Councillor B Davis reported that he has written as an individual, not on behalf of the Parish Council, raising his personal concerns about the conduct of the meeting Planning Policy meeting.
- 8.2 Councillors considered the following motion – Consider Godstone Parish Council standpoint on ensuring that the inspector is made aware of the major failure as detailed in 8.1.2 – Proposed by Cllr B Davis and Seconded by Cllr C Farr.

RESOLVED - Councillors passed 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.

- 8.3 Councillors considered the following motion - Consider authorising a representative of the Parish council to confer with the Parish council's legal consultant on if the Parish should write to the inspector – Proposed by Cllr B Davis and Seconded by Cllr C Farr - PART TWO.

RESOLVED - Councillors passed 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.

9. Reports

- 9.1 Action taken – to review and ratify as applicable
 - 9.1.1 Memorial Benches – In light of several requests for memorial benches councillors considered the Memorial Bench Application and Terms and Conditions drafted by Councillor J Farnaby and the Clerk:
 - i. It was acknowledged that having clear details will help avoid potential issues in the future.
 - ii. Councillors requested that an empathetic cover letter should be included as part of the information sent to families who make an enquiry about a memorial bench.
 - iii. Information on costs was discussed
 - iv. Councillors noted that the Clerk had spoken with the Auditor in order to confirm when benches are donated and added to the asset register for insurance purposes, the appropriate process to do this by Proxy.

RESOLVED – Councillors agreed the Terms and Conditions in principal, noting a few minor typing amendments that should be made and specifically the text detailing costs was agreed as ‘..... the council will ask for a one-off payment of £300. This contribution of funds will pay for installation, insurance and maintenance costs for the life of the bench.’

ACTION 2/2019 – 2 – The Clerk to make the agreed amendments and then circulate the Memorial Bench Terms and Conditions as required.

- 9.1.2 Consideration Tree Survey quotes
 - i. Councillors noted the information provided:

Ref: 78	Prices for assessing trees under full health and safety conditions provided to councillors.
Ref: 79	No reply to date

RESOLVED – Councillors unanimously agreed to postpone a decision in relation to appointing a Arboriculture consultant to carry out a tree survey until all quotes were received.

ACTION 2/2019 – 3 – The Clerk to follow up request for a quote from Ref: 79 and to discuss the numbers of trees detailed in the Ref: 78 quote which seem high.

- 9.1.3 Consideration of Surface Repair work quotes – Councillors noted that a specification had been circulated to several contractors and one quote had been received. The scale of jobs and interpretation of how to agree the severity of when work should take place was discussed briefly.

RESOLVED – Councillors unanimously agreed to postpone a decision in relation to appointing a contractor to carry out several resurfacing projects in the Parish.

9.2 Clerks Report, to include:

- 9.2.1 Annual Review of Standing order – It was accepted that the Standing Orders should to be reviewed.

ACTION 2/2019 – 4 – The Clerk to liaise with Councillor C Farr to prepare a report for the next meeting along with the recommended Standing Orders circulated in advance to be considered.

- 9.2.2 Code of Conduct - Further to the information provided by the Clerk bringing the NALC Code of Conduct update published in May 2018 to the attention of councillors, it was noted that as the NALC model Code of Conduct is more recent than our current Code of Conduct a more thorough review of the Code of Conduct was required.

ACTION 2/2019 – 5 – The Clerk to liaise with Councillor C Farr to prepare a report for the next meeting of the Parish council with the recommended Code of Conduct circulated in advance to be considered.

- 9.2.3 Litter Bin – Councillors noted the request for a new bin at the layby at Blindley Heath near the pond for litter and supported the proposal. It was noted that TDC manage litter bins and a request should be submitted. It was noted that the Parish council would pay for the bin if TDC were not able to, to ensure a new one bin is installed.

ACTION 2/2019 – 6 – The Clerk to liaise with TDC to arrange for an additional litter bin at Blindley Heath.

- 9.2.4 Elections – TDC briefing – Councillors noted that the Clerk will be attending a briefing at TDC on March
9.2.5 Purdah - Councillors noted the information provided as a reminder of the convention of Purdah, observed from the end of March to Election Day.

- 9.2.6 Keep Britain Tidy - The Great British Spring Clean - 22 March–23 April 2019 – Councillors noted the suggestion to participate.

ACTION 2/2019 – 7 – The Clerk to register with Keep Britain Tidy and try and arrange a suitable date.

9.2.7 Signage quotes – Councillors noted several signage orders:

- i. Tillburstow Hill – ‘Keep to the paths and please be aware of steep drops’ - £75+VAT each (x 2)
- ii. Godstone Green – ‘No unauthorised vehicles’ - £12.50+VAT (x1)
- iii. Memorial Installations – ‘In Memory of those Lost to our Village in the 1914-18 War Never Forgotten’ - £18.10+VAT each (x3)

RESOLVED – Councillors noted that more than one quote had been sought, but the most reasonably priced were detailed and councillors unanimously approved the purchase of the signage as detailed in 9.2.7 i-iii.

ACTION 2/2019 – 8 – The Clerk to make the necessary arrangements to purchase the signage and arrange for the Parish contractor to install.

- 9.2.8 Annual Leave - Councillors agreed the Clerks request for annual leave on 20 February and 22 February. There are no appointments scheduled on Friday 22 February 2019 therefore the office will be closed.

9.3 Chairman’s Report – (for noting) information only

9.3.1 New Hilly Fields Car Park

- i. It was reported that on investigating using the current crossover access for the car park the correspondence from Surrey County Council Highways team in relation to initial thoughts before proceeding stated that the access would need to be widened in order to accommodate two vehicles entering/exiting simultaneously, to around 4.1m.
- ii. Widening the existing crossover entrance is still likely to be severely impacted by utility ducts in the area and so there will still be cost implications for the project to deal with ducts needing to be lowered or moved to comply with current regulations.
- iii. If the car park entrance is to change then councillors noted that consideration of a further application to TDC Planning Department to amend the approved plans would be required and there would be cost implications of carrying that out too.
- iv. It was proposed that the following motion be put on the agenda of the next meeting: ‘Should Godstone Parish Council abandon the project of a new village car park’ Proposed by Cllr J Gardner (seconded Cllr B Davis)

ACTION 2/2019 – 9 – The Clerk to include the motion in relation to the new village car park project on the next agenda.

9.4 Reports (for noting) from representatives on outside bodies

- 9.4.1 Councillor D Stone reported that he had contacted the Police to establish contact details for liaising between the local police and parish council and details had been confirmed. Cllr D Stone will be attending a meeting in relation to dealing with incursions.

10. Current Planning issues

10.1 Planning Applications – Councillors noted the report from the Planning Committee of the meeting held on 15 January 2019

10.2 Applications requiring consideration by the Planning Committee

10.2.1 It was noted that the following applications comments deadline had passed, but would still be included for consideration at the next Planning Committee meeting, due to the nature of the applications the Parish council's procedure is to accept the opinion of the Tandridge Planning Officer and Tandridge Tree Officer so no urgent comments would be submitted:

2018/2483/TPO	5 Woodlands Drive, South Godstone RH9 8HU	T3 (of TPO) Oak - Fell
2019/28/NH	Carlton Coombe, Carlton Road, South Godstone, RH9 8LG	Single storey rear extension (Notification of a Proposed Larger Home Extension)

10.2.2 It was noted that the next Planning Committee meeting would be held on Monday 11 February 2019.

ACTION 2/2019 – 10 – The Clerk to make the appropriate arrangements for the next Planning committee meeting.

11. Finance

11.1. Accounts for payment - to approve **JANUARY** accounts for payment

Ref.	Business	Invoice	Invoice Date	Payment For	Invoice amount	VAT	Invoice Total
Invoices for payment							
GP474	Fairalls	4329901	31-Dec	Maintenance Supplies - Pond	£82.80	£16.56	£99.36
GP475	Fairalls	4333802	31-Dec	Maintenance Supplies - Pond	£7.06	£1.41	£8.47
GP476	Fairalls	4335011	31-Dec	Maintenance Supplies - Doctors Car Park	£62.50	£12.50	£75.00
GP477	Fairalls	4335016	31-Dec	Maintenance Supplies - Pot Holes	£26.66	£5.33	£31.99
GP478	Blindley Heath Cricket Club			Grant - Christmas lights	£100.00		£100.00
GP480	The Sign Company	2056	08-Jan	Disabled sign	£15.00	£2.59	£105.54
GP481	Crawley Fire Protection Ltd	208148	26-Nov	Fire Extinguishers Service	£37.00	£7.40	£44.40
	Willing Wheels (Transport & More)			Funds held - Gatwick Grant	£1,000.00		£1,000.00
GP484	Willing Wheels (Transport & More)			Grant award GPC April 2017	£500.00		£500.00
GP485	Ultralite	1964	07-Dec	Bulb replacement in BH	£58.00	£11.60	£69.60
GP486-488	Salaries				£1,463.52		1463.52
GP486	S Endersby			Expenses	£16.92		£16.92
GP490	HMRC			NI and Income Tax	£142.77		142.77
GP492	Surrey Playing Fields		28-Jan	Affiliation Fee	£10.00		£10.00
GP494	Gardenwise		01-Feb	Maintenance	£828.00		£828.00
DIRECT Debit Payments							
GP491	NEST			Pension contributions	£104.82		£104.82
GP493	Eon	H16C 353392	28-Jan	Electricity (Dec to Jan)	£30.94	£1.55	£32.49
GP495	BT	VP 4964 2670	17-Jan	Telephone and Internet	£79.36	£15.87	£95.23

Total Payments for December **£4,565.35** **£74.81** **£4728.11**

RESOLVED - Councillors approved the payments list totalling £4728.11, on payment of salaries, and two councillors countersigned all invoices.

ACTION 2/2019 – 11 – The Clerk to arrange for payment of the invoices detailed.

11.2. Summary Financial Report to **DECEMBER** receive and review Budget, including spend against budget

11.2.1 Councillors confirmed that the **DECEMBER** summary papers were available at the meeting and included the bank statement, bank reconciliation and spend against budget.

RESOLVED – Councillors unanimously agreed that the Chairman sign the **DECEMBER** bank reconciliation summary sheet and initial the pages of the bank statement.

11.2.2 Councillors confirmed that the **JANUARY** summary papers for pension contribution and salary payment sheet were available at the meeting.

11.2.3 Receipts and Payments - Councillors acknowledged receipt of a detailed financial summary at the meeting, with a summary detailed below:

		December	Month		9
		Actual to date	Annual		Pro rata
	2017/18	2018/19	REVISED 2018/19 Budget	Reserves - Designated or Restricted Funds	2018/19 Budget
Receipts TOTAL	98,485.93	84,768.99	76,816.00	1,750.00	76,683.00
Total Administration	43,654.16	22,962.48	37,400.00	0.00	28,050.00
Burial Grounds	9,273.70	12,930.00	8,000.00	0.00	6,000.00
Total of 'Other' Payments	40,050.02	53,664.79	184,940.00	101,156.54	143,580.00
TOTAL PAYMENTS	123,051.52	104,702.95	252,740.00	101,156.54	211,230.00
Surplus/Deficit	-24,565.59	-19,933.96	-175,924.00		-134,547.00
Accumulated fund brought forward	176,991.00	152,425.29	152,425.29		
Accumulated fund carried forward	152,425.29	132,491.33	-23,498.71		
Current Account		132,455.33			
Current Accumulated Carry fwd figure - Allocated reserves =		29,584.79	which is the Total General Funds available		

11.3. Update on actions following the report of the Internal Auditor – Councillors noted the update detailed below:

Audit Point	Audit Findings	Status Update
Governance	The councillors will need to sign acceptance to receive information by electronic means (one outstanding).	Outstanding
Governance	Council it must have a privacy notice on its website this can be obtained from the SALC office.	COMPLETED
Agendas	Council it is required to post meeting supporting documentation with agendas.	Noted – being actioned
Minutes	Council must publish its minutes on website within 30 days of the meeting.	Noted – being actioned
Payment authorisations	Recommend that the supplier invoices are initialled at the same time as the payments list to prove invoices were taken to the council and not just the list. Recommend that the batch payment page from the bank is printed and attached to the payment list to prove beyond reasonable doubt that the payments set up were on the approved list.	Noted – being actioned
Payroll	It was noted the council is in credit with PAYE an exercise will need to be undertaken to ascertain what this is and how to allocate in the future.	COMPLETED

ACTION 2/2019 – 12 – The Clerk to complete the one outstanding action detailed in the auditor's report.

11.4. Restricted Funds Summary, Designated Funds Summary and Virements – Information noted in table detailed in 11.2.3, no further discussion.

11.5. Grant Applications

11.5.1 Citizens Advice (Oxted) – Councillors considered the Grant application received.

RESOLVED – Councillors unanimously agreed that a grant of £200 be paid to Citizens Advice (Oxted) as it is the closest accessible branch for parishioners.

11.5.2 Willing Wheels – Payment of grant agreed in March 2017, as detailed 11.1 - GP484 paid on confirmation of bank account details.

RESOLVED – Councillors acknowledged that the payment approved was outside of the six (6) month period of the original grant application and award decision, but that the grant payment should be honoured by the Parish council.

11.5.4 St Catherine's Hospice – Councillors considered the Grant application received.

RESOLVED – Councillors unanimously agreed that a grant of £500 be paid to St Catherine's Hospice for its support for people within the local community.

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

12.1 Inspection Reports – No urgent matters raised, councillors reminded to submit inspection check forms regularly.

12.2 Allotments

ACTION 2/2019 – 13 – The Clerk to include information on vacant plots in the Parish magazine.

ACTION 2/2019 – 14 – Enquiries to be made in relation to the status of the garages adjacent to the allotments.

12.3 Godstone and Godstone Green

12.3.1 Bay Pond Gate – Ref: SQ-1121655

i. Councillors noted information from SCC - Quotation for the barrier replacement as the Local Highway Office are unable to fund this quotation at this time.

- ii. Clerk had been informed that Councillor R Thorn had arranged funds for the repair to be completed. Councillors thanked Cllr R Thorn for making arrangements for the repair.

12.3.2 Report of rubbish dumped at Godstone – covered during the Clerks report 9.2.6.

12.4 South Godstone

- 12.4.1 South Godstone Train station – Councillors noted the suggestion from the Railway group of the potential opportunity to have a parish notice board at South Godstone Station.

RESOLVED – Councillors agreed that they did not want a noticeboard at South Godstone Railway Station.

- 12.4.2 Defibrillator– There was a discussion about a defibrillator being organised for a location in the village which was considered a good idea.

12.5 Hilly Fields

12.6 Blindley Heath

- 12.6.1 Defibrillator– There was a discussion about a resident arranging for a defibrillator for a location in the village which was considered a good idea. A Grant form has been sent to the parishioner.

- 12.6.2 Wayleave - Maynards – Councillors noted the parishioner's response agreeing to pay fees but requesting that they are capped at £1500. Councillors understood the request but are not able to offer a guarantee of capping fees.

ACTION 2/2019 – 15 – Clerk to liaise with parishioner and solicitors to discuss fees for the wayleave.

- 12.6.3 Old Surrey Burstow & West Kent Hunt – It was noted that there had been a report of the Hunt accessing the SSSI including using gates for access with keys the Hunt have. It was reported that the Clerk had written to the Hunt leader setting out the potential damage that could be caused by the hunt crossing the SSSI and the matter was also reported to Natural England, Surrey Wildlife Trust (SWT) and the Police. It was confirmed that there are no bridle paths of BOATS that cross the SSSI.

ACTION 2/2019 – 16 – Clerk to liaise with SWT in relation to the keys/padlocks for the access gates on the SSSI.

12.7 Tilburstow Hill Common and The Enterdent

- 12.7.1 An update on the Tree removal request following councillors visiting site was noted, in principal councillors agreed it was not unreasonable to consider quotes to reduce the size of the oak tree.

ACTION 2/2019 – 17 – Clerk to liaise with Councillors D Stone and M McLoughlin to clarify the exact details for a specification to be sent to a tree surgeon.

- 12.7.2 Parking Areas created – It was reported that 3 Brooks Cottage appears to have dug out and made a car park area near the property at the Enterdent.

ACTION 2/2019 – 17a – Clerk to write to the property in relation to the created car space requested that it is returned to its original condition and setting out that if necessary, a gate may be installed to prevent people making unauthorised changes on Tillburstow Hill Common.

13. Burial Grounds

- 13.1 Burial Ground Regs – The Clerk requested that the council consider changing the burial ground regulations to state the maximum number of people that can be listed on an Exclusive Right of Burial (EROB) as a maximum of two (2), stating that the Clerk had spoken with the ICCM advisor who explained that for practical administration purposes it is sensible to have limit on the number of people listed on a EROB.

RESOLVED – Councillors agreed that the regulations be updated to state that a maximum number of people that can be detailed on an EROB is two (2).

ACTION 2/2019 – 18 – Clerk to amend the burial ground regulations to include a maximum figure of people that can be listed on an EROB.

- 13.2 Historic transfer of St Nicholas Church Burial Ground to the Parish council - Information on the transfer has been found and the Clerk will write a summary. An initial review confirms that, as detailed in correspondence of the time, the Parish council's responsibilities are for routine maintenance not any improvements. It was further noted that any work would require a faculty if it is beyond routine maintenance.

ACTION 2/2019 – 19 – Clerk to complete a summary of the transfer to the Parish of St Nicholas' closed church yard.

- 13.1 Applications for Exclusive Rights of Burial – The following applications were noted as received and authorised:

- 13.1.1 Plot 600 – EROB – Evans
- 13.1.2 Plot 606 – EROB – Brazil
- 13.1.3 Plot 602 – EROB – Gordge

- 13.2 Applications for consent to erect Memorials

- 13.2.1 The following applications were noted as received and authorised:

- i. Plot 388 - Wickham - Memorial – Additional inscription agreed.

- 13.2.2 Memorial bench - Plot number 465 – Sparks - Request for a new bench in the graveyard or put names on a bench already in the burial ground.

RESOLVED – Councillors agreed that the request would be considered on receiving further details, there were no objections in principal to an application being made.

- 13.2.3 Point of Clarification – The Clerk requested confirmation on the following point, if a non-parishioner is installing or changing a memorial for someone who was a parishioner, what fees should they pay.

RESOLVED – Councillors agreed that in this scenario the parishioner fee could be charged.

- 13.3 Future work – Councillors discussed the outstanding task of investigating the drainage and potential for burials in certain areas of the burial ground.

ACTION 2/2019 – 20 – Clerk to investigate burial ground drainage.

13.4 War Memorials – Installation plaques detailed in 9.2.7 iii.

13.5 Posterngate Farm Memorial Site – No discussion

14. Correspondence

14.1 Councillors noted the correspondence circulated by email:

- i. News - Open day at new shared ownership development in Whyteleafe
- ii. FW: Press Release: Housing Strategy approved
- iii. FW: Press Release: Council submits the Local Plan for the Tandridge District
- iv. News - Join us at the Tandridge Business Event 2019
- v. Community Archaeology Project Godstone

14.1.1 Noting the request detailed in the email 14.1 v, councillors considered the request to place small test pits on the village green.

RESOLVED – Councillors unanimously agreed that permission be declined.

ACTION 2/2019 – 21 – Clerk to liaise with person who made Community Archaeology Project request.

15. Matters for reporting or inclusion on future agendas

15.1 The next meeting of the Parish Council will be held at 7.30 pm on Monday 4 March 2019 at St Stephens Church, South Godstone.

16. PART TWO

16.1. Staff Item

RESOLVED – Councillor unanimously passed 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.

-----Meeting ended at 9.45pm-----

Chairman

Date