

Centenary Hall, Wheelers Lane, Smallfield, Surrey, RH6 9PT
Tel: 01342 841880 E-mail: clerk@burstowparishcouncil.org.uk
www.burstowparishcouncil.gov.uk
Burstow Parish Council

Members of Burstow Parish Council are summoned to attend an Ordinary Meeting of Burstow Parish Council which will be held at CENTENARY HALL, WHEELERS LANE, SMALLFIELD, on Tuesday 12th September 2023 at 7.00pm.

THE PUBLIC HAVE A RIGHT AND ARE WELCOME TO ATTEND THE MEETING
Members of the public are invited to address any matters relating to the items on this agenda to the Council. Open Forum lasts for a maximum of 15 minutes, in

Jennie Ryan
Clerk

5/09/2023

AGENDA

Open Forum – for members of the public to speak to the Council about any item listed on the agenda—limited to 3 minutes per individual and 15 minutes in total. Once the meeting begins no further public comments can take place

1. Apologies for absence
2. DECLARATIONS OF INTEREST – All members are required to declare, at this point in the meeting or as soon as possible thereafter: any Disclosable Pecuniary Interests (DPIs) in respect of any item(s) of business being considered at the meeting and/or other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business.
3. Dispensations (if required)
4. To sign the minutes of the Annual Meeting of the Council on Tuesday 11th July 2023
5. Matters arising from the minutes – for information only
6. Chairman's Announcements

Standing Orders suspended to allow for reports from;

7. Update by County Councillor
8. Update by Tandridge District Councillors – in particular regarding the Planning Inspector's latest letter to the Council and how TDC intends to move forward.
9. Update from Speed Watch and Neighbourhood Watch
10. Update from Neighbourhood Plan Chairman – Mr Peter Bond

Standing Orders re-instated

11. Letters received
12. Top receive the following minutes
Planning 11th & 25th July

Properties & Projects 25th July

13. Cllrs Bolton and Gilbert's review of
 - Inventory of land and assets
 - Insurance cover
 - Membership of other bodies
 - Councils' complaints procedure and policy documents
14. Finance
 - (i) To discuss and consider purchasing Office 365 to enable all Councillors to have business email addresses at a cost of £6.60 per person, per month
 - (ii) Sport Club grant - to discuss and resolve either to (a) reassign the £1,000 grant award to part fund lighting along the new path in the Plough Road recreation ground or (b) to require the Sports Club to return the grant and submit a new application for decision.
 - (iii) To authorise the Clerk to arrange for two skips, one for the Plough Road pavement clearing/scraping and the second for the Plough Road allotment
15. Matters brought to Councils attention for inclusion on a future agenda

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND; IF THE BUSINESS OF THE MEETING
RENDERS IT NECESSARY THE COUNCIL MAY BY RESOLUTION ASK MEMBERS OF THE PUBLIC
AND PRESS TO WITHDRAW

- 16 To sign the confidential minutes of Tuesday 11th July 2023
- 17 matters arising from the minutes
- 17 Car Park Financial Update
 - (i) CCLA mandate - to minute that the Parish Clerk and Mrs E Cutter are confirmed signatories on the account and (b) One the account mandate is amended to instruct CCLA to drawdown the funds immediately to the Unity Trust account
16. Public Works Loan Board - a proposal by Cllr Locke that BPC seek the Secretary of State's approval for the borrowing of £50,000 to part fund the construction of the Redehall Road car park.