



CRANLEIGH PARISH COUNCIL

Tel: 01483 272311
Website: www.cranleigh-pc.gov.uk

Village Way
Cranleigh
Surrey
GU6 8AF

25 August 2022.

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend a meeting of the Parish Council to be held at **7.00pm on Thursday 15 September 2022 at the Council Chamber.**

Members of the public and press are entitled to attend this meeting in person and may also attend via zoom using this link:

To Join the Meeting:

Topic: Parish Council Meeting
Time: Sep 15, 2022 07:00 PM Greenwich Mean Time

Join Zoom Meeting
<https://us06web.zoom.us/j/89815195173?pwd=djVvWXJqS1F6OHRKRUxxQUFMUnlGZz09>

Meeting ID: 898 1519 5173
Passcode: 864258
One tap mobile
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Meeting ID: 898 1519 5173
Passcode: 864258

Beverley Bell FSLCC
Parish Clerk

To all Members

AGENDA FOR THE PARISH COUNCIL MEETING

1. APOLOGIES FOR ABSENCE.

Recommendation:

- To receive apologies and reasons for absence.

2. DECLARATIONS OF INTEREST

Recommendation:

- To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.

3. PUBLIC SESSION

Recommendation: To note any comments from parishioners.

4. PARISH COUNCIL MINUTES

Distributed separately.

Recommendation:

- The Council to approve and the Chairman to sign as a correct record, the Minutes of the Parish Council Meeting held on 21 July 2022 and the Minutes of the Extraordinary Parish Council Meeting held on 18 August 2022.

5. CHAIRMAN'S REPORT

Recommendation: To note the report.

6. CLERK'S REPORT

Recommendation: To note the report.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Recommendation: To note the reports.

8. MINUTES OF COMMITTEES

- To receive and approve as a correct record the Finance Committee Minutes of 04 July 2022.
- To receive and approve as a correct record the Planning Committee Minutes of 18 July 2022.

Recommendation:

- To receive the minutes listed above.

9. FINANCIAL MATTERS

1. The expenditure list for 24 August and 15 September 2022 to follow.
2. Bank Reconciliation for 31 July and 31 August 2022 to follow.
3. Cashbook Reconciliation for 31 July and 31 August 2022 to follow.
4. Fixed Term Investments.
5. To approve the Request for Proposal to appoint an Investment Manager and commence the procurement process.
6. Conclusion of External Audit 01/04/21 – 31/03/22, as attached document.

Recommendations:

1. To agree the expenditure list to 24 August and 15 September 2022.
2. To approve the bank reconciliation to 31 July and 31 August 2022.
3. To approve the cashbook reconciliation to 31 July and 31 August 2022.
4. To approve Fixed Term Investments.
5. To approve the Request for Proposal to appoint an Investment Manager and commence the procurement process.
6. To note the conclusion of the audit 01/04/21 – 31/03/22.

10. POLICIES REVIEW
- Update on Policies Review by Committees
 - Update on outstanding policies to review
- Recommendation:**
- **To note the progress of the policies review.**
11. TOWN TWINNING
- Recommendation:**
- **To discuss town twinning policy.**
12. CODE OF CONDUCT AND CIVILITY AND RESPECT PLEDGE
- To consider training on the LGA Model Code of Conduct and Civility and Respect Pledge
 - To consider adoption of the LGA Model Code of Conduct
 - To consider adopting the Civility and Respect Pledge
- Recommendation:**
- **To consider training on the LGA Model Code of Conduct and Civility and Respect Pledge**
 - **To consider adoption of the LGA Model Code of Conduct**
 - **To consider adopting the Civility and Respect Pledge**
13. THAMES WATER
- Recommendation:**
- **To approve draft letter to Thames Water about Cranleigh water issues.**
14. CRANLEIGH HIGH STREET IMPROVEMENTS
- Request from County Councillor Liz Townsend for Parish Council support for the CIL funding application by Surrey County Council's Place Making Team for improvements to Cranleigh High Street.
- Recommendation:**
- **To consider supporting the CIL funding application by Surrey County Council's Place Making Team for improvements to Cranleigh High Street**
15. YOUR FUND SURREY
- To appoint a contractor to prepare drawings and submit a planning application for the Youth Hub which includes Multi-Use Games Area (MUGA), youth shelter and trim trail.
- Recommendation:**
- **To appoint a contractor to prepare drawings and submit a planning application for the Youth Hub.**
 - **To consider three quotations for the Youth Hub.**
16. CIL APPLICATION FOR CEMETERY TOILET
- Closing Date: 14 October 2022
- Recommendation:**
- **To consider submitting an application for CIL funding for a cemetery toilet and consider matched funding available.**
17. CRANLEIGH ARTS CENTRE
- Recommendation:**
- **To consider a request from The Arts Centre to support their plans to extend their facilities in order to support a CIL funding application.**

18. SNOXHALL FIELDS
Consider quotation for repairs to the play park
(*This item may be held in confidential session – reason: commercial in confidence*)
Recommendation:
- **To appoint a contractor to repair the play park fencing to be funded from the Snoxhall Fields Charity reserve.**
19. TREE SURGERY
(*This item may be held in confidential session – reason: commercial in confidence*)
- 3 and 6 month tree surgery quotations
- Recommendation:**
- **To appoint a contractor to carry out 3 and 6 month time limit tree surgery.**
20. WAR MEMORIAL LIGHTING
Consider a request from the Royal British Legion to illuminate the War Memorial
(*This item may be held in confidential session – reason: commercial in confidence*)
Recommendation:
- **To appoint an architect to design a lighting scheme to illuminate the War Memorial.**
21. SNOXHALL PAVILION
- To receive an update from the Clerk on pavilion hirers.
- (*This item may be held in confidential session – reason: commercial in confidence*)
Recommendation:
- **To note the update.**
 - **To discuss correspondence from Cranes Bar.**
 - **To discuss the Cranes Bar licence agreement and request for variation of permitted hours.**
22. STAFF MATTERS
(*This item may be held in confidential session – reason: staff in confidence*)
Recommendation:
- **To consider provision of staff IT equipment.**
23. DATE OF NEXT MEETING:
Thursday 20 October 2022

Please note that the agenda and all associated papers can be found on the Parish Council website. Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.