



CRANLEIGH PARISH COUNCIL

## NOTICE OF A MEETING OF THE PARISH COUNCIL

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Thursday 19 September 2024 at 7.00pm  
Council Chamber

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To ALL MEMBERS OF THE COUNCIL

Councillors are respectfully summoned to attend a meeting of the Parish Council to be held at **7.00pm on Thursday 19 September 2024 at the Council Chamber.**

Beverley Bell FSLCC  
**Parish Clerk**

29 August 2024.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/85324800015?pwd=ISBzQOcc7GuT6akWzn8IVUhzb593YE.1>

Meeting ID: 853 2480 0015

Passcode: 817737

One tap mobile

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Please note that there is a maximum capacity of 25 persons in the Council Chamber including the Council.

### Members Questions

At the discretion of the Chairman, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, for a maximum of 3 minutes per person or 15 minutes overall.

## 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 18 July 2024 and the Minutes of the Extraordinary Parish Council Meeting held on 02 September 2024.**
  
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 02 May 2024.
  - To receive and approve as a correct record the Personnel Committee Minutes of 02 May 2024.
  - To receive and approve as a correct record the Planning Committee Minutes of 15 July and 05 August 2024.
  - To receive and approve as a correct record the Property & Asset Committee Minutes of 11 April 2024.**Recommendation:**
  - **To receive the minutes listed above.**
  
9. FINANCIAL MATTERS
  1. The expenditure list for 22 August and 19 September 2024 to follow.
  2. Bank Reconciliation for 31 July and 31 August 2024 to follow.
  3. Cashbook Reconciliation and earmarked reserves for 31 July and 31 August 2024.
  4. To review cashflow and investment with CCLA PSDF.
  5. Conclusion of audit 01/04/23 – 31/03/24**Recommendation:**
  1. **To agree the expenditure list to 22 August and 19 September 2024.**
  2. **To approve the bank reconciliation to 31 July and 31 August 2024.**
  3. **To approve the cashbook reconciliation and earmarked reserves allocation to 31 July and 31 August 2024.**
  4. **To review cashflow and investment with CCLA PSDF.**
  5. **To note the conclusion of audit 01/04/23 – 31/03/24.**

10. OUTSIDE BODIES  
To receive reports from outside bodies:
- Beryl Harvey Conservation Field
  - Centenary Garden
  - Community Speedwatch
  - Recreation Users
  - Youth Council
  - Youth Music Club
- Recommendation:**
- **To note the reports.**
11. SCC HIGH STREET IMPROVEMENTS  
To receive an update on the High Street improvements.
- Recommendation:**
- **To receive an update on the High Street improvements.**
12. SOCIAL MEDIA  
To receive an update from Cllrs D Nicholas and L Talmage.
- Recommendation:**
- **To receive an update from Cllrs D Nicholas and L Talmage.**
13. REGIONAL ENERGY STRATEGIC POLICY FRAMEWORK CONSULTATION  
<https://www.ofgem.gov.uk/consultation/regional-energy-strategic-plan-policy-framework-consultation>  
Closing Date: 24 September 2024.
- Recommendation:**
- **To submit a response.**
14. NATIONAL PLANNING POLICY FRAMEWORK CONSULTATION  
<https://www.gov.uk/government/consultations/proposed-reforms-to-the-national-planning-policy-framework-and-other-changes-to-the-planning-system>  
Closing Date 24 September 2024.
- Recommendation:**
- **To submit a response.**
15. CRANLEIGH NEIGHBOURHOOD PLAN  
**To receive an update on the review of the Cranleigh Neighbourhood Plan.**  
*(This item may be held in private and confidential session – reason: commercial in confidence)*
- Recommendation:**
- **To note the date for the extraordinary Parish Council meeting to discuss the Call for Sites with Waverley Borough council.**
  - **To appoint a planning consultant to guide the Council through the Neighbourhood Plan review.**
16. LEISURE CENTRE  
To receive an update on the temporary use of the tennis courts for the Leisure Centre build.  
*(This item may be held in private and confidential session – reason: commercial in confidence)*
- Recommendation:**
- **To receive an update on the temporary use of the tennis courts for the Leisure Centre build.**
  - **To receive an update from the Working Party who are exploring the permanent use of the tennis courts area, subject to an alternative space being provided.**

17. WAR MEMORIAL

To consider a quotation to clean the War Memorial.

*(This item may be held in private and confidential session – reason: commercial in confidence)*

**Recommendation:**

- **To appoint a contractor to clean the War Memorial.**

18. TREE SURGERY

*(This item may be held in private and confidential session – reason: commercial in confidence)*

To consider quotations for the tree surgery arising from the 2024 tree survey

**Recommendation:**

- **To appoint a tree surgeon.**

19. PROJECTS

*(This item may be held in private and confidential session – reason: commercial in confidence)*

Update on:

- Snoxhall Machine Shed Planning Application – update on the meeting with WBC Case Officer
- MUGA – update from meeting with Sport England
- Village Hall Community Ownership Fund – progress on the refurbishment work
- Village Hall – update on the Community Café meeting
- Village Hall – update on progress of phase two.

**Recommendation:**

- **To note the updates.**

20. STAFF MATTERS

*(This item may be held in private and confidential session – reason: staff in confidence)*

**Recommendation:**

- **To consider the recommendations of the Personnel Committee.**

21. DATE OF NEXT MEETING

**Thursday 17 October 2024 at 6.00pm**

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.