



CRANLEIGH PARISH COUNCIL

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

Village Way
Cranleigh
Surrey
GU6 8AF

17 September 2020

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend an online meeting of the Parish Council to be held at **7.00 pm** on **THURSDAY 24 September 2020**

To join the meeting:

Parish Council Meeting
Thu, Sep 24, 2020 7:00 PM - 9:00 PM (BST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/551244525>

You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)

United Kingdom: +44 330 221 0088
- One-touch: <tel:+443302210088,,551244525#>

Access Code: 551-244-525

Beverley Bell FSLCC
Parish Clerk

To all Members

AGENDA FOR THE ONLINE PARISH COUNCIL MEETING

1. APOLOGIES FOR ABSENCE.

Recommendation: To receive apologies and reasons for absence.

2. PUBLIC SESSION

Recommendation: To note any comments from parishioners.

3. 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.**

4. GUEST SPEAKER: SMART CRANLEIGH

Recommendation: To note the presentation.

5. 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 16 July 2020 and the Extraordinary Parish Council Meeting held on 10 August 2020.**

6. CHAIRMAN'S REPORT

Recommendation: To note the report.

7. CLERK'S REPORT

Recommendation: To note the report.

8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Recommendation: To note the reports.

9. MINUTES OF COMMITTEES

Planning Committee Minutes 13 July, 27 July and 24 August 2020.

Recommendation: To receive the minutes listed above.

10. COUNCIL STRUCTURE

Recommendation:

- **To appoint a nominated representative for the WBC Dunsfold Park Advisory Group.**
- **To appoint one nominated representative for the Gatwick Airport meeting,**
- **To appoint members to the One Public Estate Working Party.**
- **To consider re-commencement of the Property & Asset Committee meetings.**

11. FINANCIAL MATTERS

1. The expenditure list for 20 August and 24 September 2020 to follow.
2. Bank Reconciliation for 31 July and 31 August 2020 to follow.
3. Cashbook Reconciliation for 31 July and 31 August 2020 to follow.
4. Fixed Term investment maturity 22 September 2020.
5. Conclusion of External Audit 01/04/19 – 31/03/20

Recommendations:

1. **To agree the expenditure list to 20 August and 24 September 2020.**
2. **To approve the bank reconciliation to 31 July and 31 August 2020.**
3. **To approve the cashbook reconciliation to 31 July and 31 August 2020.**
4. **To agree the Fixed Term investment.**
5. **To note the conclusion of the audit 01/04/19 – 31/03/20 and report from the internal auditor.**

12. S106/CIL - Update from the Clerk
Recommendation:
- **To note the update from the Clerk**
13. CORONAVIRUS COVID 19
- Report by the Chairman and Clerk on the work on the Recovery Task Group
 - Report by the Clerk on the re-opening of Council facilities.
- Recommendation:**
- **To note the report.**
 - **To receive an update on the re-opening of community buildings.**
14. ASSETS OF COMMUNITY VALUE
Recommendation:
- **To consider nominations of Assets of Community Value and to delegate authority to the Working Party to make the nominations to Waverley Borough Council**
15. PREMISES LICENCE VARIATION FOR THE SURREY COPPER DISTILLERY
Closing date: 12 October 2020
Recommendation:
- **To submit a response.**
16. CRANLEIGH BOWLING CLUB
Letter requesting support for a tourist direction sign to Cranleigh Village Sports and Social Club
Recommendation:
- **To consider the request.**
17. RECOVERY AND DEVOLUTION WHITE PAPER
<https://mycouncil.surreycc.gov.uk/documents/s68594/RECOVERY%20AND%20DEVOLUTION%20WHITE%20PAPER-Cabinet%2021%20July%202020.pdf>
Recommendation:
- **To consider the response from Surrey County Council in advance of the publication of the White Paper.**
18. PLANNING FOR THE FUTURE WHITE PAPER
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907647/MHCLG-Planning-Consultation.pdf
Closing date: 28 October 2020.
Recommendation:
- **To submit a response.**
19. CHANGES TO THE PLANNING SYSTEM
<https://www.gov.uk/government/consultations/changes-to-the-current-planning-system>
Closing date: 01 October 2020
Recommendation:
- **To submit a response.**
20. WAVERLEY BOROUGH COUNCIL SUSTAINABILITY STRATEGY AND CLIMATE EMERGENCY ACTION PLAN
<https://www.surveymonkey.co.uk/r/WaverleyClimateEmergencySurvey>
Closing Date: 16 October 2020.
Recommendation:
- **To submit a response.**

21. REMEMBRANCE SUNDAY PARADE

Recommendation:

- **To consider extending the Parish Council's insurance to cover the parade.**

22. TREE SURVEY
High Priority Works

Recommendation:

- **To accept the advice of the Council's Arboriculturalist and to appoint a contractor to carry out the high priority works overseen by an ecologist from Surrey Wildlife Trust.**

23. SUMMERLANDS RESIDENTS ASSOCIATION

Request for the Council to purchase 5 Bookham benches for Summerlands from their s106 funding held in Council reserves.

Recommendation:

- **To purchase 5 Bookham benches from the Summerlands Residents Association s106 funding.**

24. CENTENARY GARDEN

To consider a request to release £1,600 s106 funding for the purchase of an entrance stone

Recommendation:

- **To consider the release of s106 funding for the purchase of an entrance stone.**

25. SNOXHALL FIELDS

- To consider a request by a member of the public to reinstate swing cradles removed for social distancing.
- To review storage of grounds maintenance equipment
- To cut back the hedgerow on Littlemead Brook and complete the post and rail fencing

Recommendation:

- **To consider a request by a member of the public to reinstate swing cradles removed for social distancing.**
- **To review the storage of grounds maintenance equipment at Snoxhall Fields.**
- **To appoint a contractor to cut back the hedgerow on Littlemead Brook and complete the post and rail fencing.**

26. CRANLEIGH VILLAGE HALL

Update from the clerk on the structural work projects for:

- Main hall ceiling lights
- Stage replacement
- Insurance claim for water ingress

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

Recommendation: To note the report.

27. STAFF MATTERS

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

Recommendation:

- To consider increasing the Admin Clerks' salary by 2.75% from 01 April 2020 in accordance with the NALC/SLCC National Salary Award 2020.

28. DATE OF NEXT MEETING: **Parish Council Meeting Thursday 15 October 2020.**

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleigh-pc.gov.uk
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.