



CRANLEIGH PARISH COUNCIL

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Village Way
Cranleigh
Surrey
GU6 8AF

11 February 2021

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 18 February 2021**

To join the meeting:

Parish Council
Thu, Feb 18, 2021 7:00 PM - 9:00 PM (GMT)

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

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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. CO-OPTION OF NEW PARISH COUNCILLOR

Recommendation:

- **To receive application letters from prospective new members and to decide on the co-option to fill the Parish Councillor vacancy for the Elmbridge ward.**

3. PUBLIC SESSION

Recommendation:

- **To note any comments from parishioners.**

4. 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.**

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 21 January 2021 and the Minutes of the Extraordinary Parish Council Meeting held on 01 February 2021.**

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

- Finance Committee Minutes 26 November 2020
- Personnel Committee Minutes 19 October 2020
- Planning Committee Minutes 11 and 25 January 2021
- Property & Asset Committee Minutes 02 November 2020

Recommendation:

- **To receive the minutes listed above.**

10. COUNCIL STRUCTURE

To nominate new Parish Councillor to Committees and Outside Bodies.

Recommendation:

- **To nominate new Parish Councillor to Committees and Outside Bodies.**

11. FINANCIAL MATTERS
1. The expenditure list for 18 February 2021 to follow.
 2. Bank Reconciliation for 31 January 2021 to follow.
 3. Cashbook Reconciliation for 31 January 2021 to follow.
 4. Recommendation from the Finance Committee on the appointment of Internal Auditor 01/04/21 – 31/03/22.
 5. To consider the amended Investment Strategy from the Finance Committee.
 6. To consider the Investment Plan recommended by the Finance Committee.
 7. To consider the request from the Property & Asset Committee to release funding from the general reserve to fund ecology works.

Recommendations:

1. **To agree the expenditure list to 18 February 2021.**
2. **To approve the bank reconciliation to 31 January 2021.**
3. **To approve the cashbook reconciliation to 31 January 2021.**
4. **To appoint the Internal Auditor 01/04/21 – 31/03/22.**
5. **To approve the amended Investment Strategy.**
6. **To approve the Investment Plan.**
7. **To approve the release of funding from the general reserve for ecology works.**

12. S106
Update from the Clerk

Recommendation:

- **To note the update from the Clerk**
- **To consider the maintenance of the High Street litter bins.**

13. CORONAVIRUS COVID 19

- Report by the Clerk on the mass vaccination centre.
- Report by the Clerk on arrangements for when the The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility Of Local Authority And Police And Crime Panel Meetings) (England and Wales) Regulations 2020 on holding remote meetings end on 06 May 2021.

Recommendation:

- **To note the report.**
- **To consider an action plan for resumption of face to face meetings, if required after 07 May 2021.**
- **To consider the necessity for the annual meeting of electors in 2021.**

14. NIGHT FLIGHT RESTRICTIONS CONSULTATION

Closing Date: 03 March 2021

<https://www.gov.uk/government/consultations/night-flight-restrictions-at-heathrow-gatwick-and-stansted-airports-between-2022-and-2024-plus-future-night-flight-policy/night-flight-restrictions>

Recommendation:

- **To consider submitting a response.**

15. REOPENING HIGH STREETS SAFELY FUND

Recommendation:

- **To receive an update from the Clerk on the funding application for the artwork and seven High Street information noticeboards, and additional projects.**

16. FOUNTAIN SQUARE CLOSURE TRAFFIC REGULATION ORDER (TRO)

Recommendation:

- **To consider the results of the Chamber of Commerce questionnaire for businesses and surrounding residents.**
- **To consider applying to the Waverley Local Committee for the TRO**

17. CRANLEIGH VILLAGE HOSPITAL
Grade II Listed Building condition
Recommendation:
- **To receive an update on the meeting with the NHS and Civic Society.**
18. CRANLEIGH VILLAGE HEALTH TRUST (CVHT)
AMENDED PLANS WA/2020/0965
Recommendation:
- **To nominate a Parish Councillor to speak at the Planning Committee.**
 - **To delegate authority to the Clerk and a Working Party of Councillors to write the speech.**
19. YOUR FUND SURREY
Surrey Community Projects Fund
<https://www.surreycc.gov.uk/people-and-community/voluntary-community-and-faith-sector/funding/community-projects-fund>
To receive the Working Party's top three projects in priority order.
Recommendation:
- **To select the Council's top three projects and agree a nomination to the Fund.**
20. PENSION DISCRETIONS POLICY
To receive a recommendation from the Personnel Committee on an amended policy.
Recommendation:
- **To adopt the amended Pension Discretions Policy.**
21. CRANLEIGH EMERGENCY PLAN
To consider the updated Emergency Plan to include Pandemic Action Plan and Winter Management Plan
Recommendation:
- **To adopt the amended Emergency Plan.**
22. SNOXHALL FIELDS NEST SWING
Recommendation:
- **To replace nest swing and chains from the Forward Maintenance Plan reserve.**
23. CRANLEIGH VILLAGE HALL INSURANCE CLAIM
Insurance claim for leaking incoming water main
Recommendation:
- **To consider accepting settlement in full for incoming main water leak of £6,906**
24. DATE OF NEXT MEETING:
Parish Council Meeting Thursday 18 March 2021.

Please note that the agenda and all associated papers can be found on the Parish Council website [f](#) 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.