



CHOBHAM PARISH COUNCIL

Clerk, Chobham Parish Pavilion, Recreation Ground, Station Road
Chobham, Woking, Surrey GU24 8AJ

Tel: 01276 856633

Email: clerk@chobhamparishcouncil.org Website: www.chobhamparishcouncil.org

Members of the Chobham Parish Council are hereby summoned to the
Annual Meeting of Chobham Parish Council to be held on
THURSDAY 16th May 2018 in the **Parish Pavilion** at **8.00pm**.

Parish Clerk

Meeting called on 8th May 2018

AGENDA

1. To elect the Chairman for the ensuing year
2. To receive the Chairman's Declaration of Acceptance of the Office
3. To elect the Vice-Chairman for the ensuing year
4. To receive the Vice-Chairman's Declaration of Acceptance of the Office
5. Apologies for absence
6. **Declarations of Interest** Members are invited to declare any disclosable pecuniary interests or non-pecuniary interest in respect to matters being considered at the meeting.
7. To **APPROVE** the Minutes of the Ordinary Meeting held on 25th April 2019
8. **Public Forum** Members of the public are invited to raise questions about, and comment upon, any item of business on this agenda. 10 minutes are allocated in total with 2-3 minutes permitted per individual.
9. To **APPROVE** the creation of the Neighbourhood Plan Committee
10. To elect representatives to committees and advisory bodies:
 - Committees (delegated powers)
 - a. Burial Committee
 - b. Planning
 - c. Personnel
 - d. Neighbourhood Plan
 - Working parties (advisory)
 - e. Jubilee Mount
 - f. Chobham Neighbourhood Plan Steering Group
 - g. Chobham Resilience Group
 - Trustees Appointments
 - h. Poor Allotments
 - i. Smith's Charity
 - j. WC Lee's Rest Houses
 - k. WC Lee's Sick Poor Fund
 - l. Chobham Community Centre Association
 - Representatives
 - m. Bly Lawson Panel
 - n. Campaign for the Preservation of Rural England/ London Green Belt Council

Please note that this meeting may be digitally recorded as an aid to confirming the accuracy of Council records.

- o. Chobham Common Liaison Group
- p. Chobham Common Preservation Committee
- q. Chobham Museum
- r. Fairoaks Airport Consultative Committee
- s. Chobham Museum
- t. Footpaths and Bridleways
- u. Local Area Committee Private Members Group
- v. Police Liaison
- w. Surrey Association of Local Councils (SALC)
- x. Highways & Traffic
- y. Valley End Institute
- z. Village Hall Foundation
- aa. Chobham Village Initiative

11. To **APPROVE** the terms of reference of Standing Committees;

- a. **Planning**
- b. **Burial Committee**
- c. **Personnel**
- d. **Neighbourhood Plan**

Please note that this meeting may be digitally recorded as an aid to confirming the accuracy of Council records.

12. To **RECEIVE** an update from Councillors and the Clerk – to report only

- a. Members
- b. Clerk

To NOTE actions completed

Internal Audit for Council /Burial Committee Completed

Min ref 19/555 Village hanging baskets/planters ordered

Min ref 19/554 Carnival Banner completed

Min ref 19/559 Fire and Rescue Consultation, see item 19 on this agenda

Min ref 19/560 Grant to British Legion Chobham Women's Section

To NOTE actions outstanding

Min ref 19/556 Grass outside the Church, work in progress

Min ref 19/557 Village Christmas lights, work in progress

Min ref 19/558 Cleaning the Leat, work in progress

Min ref 19/560 Grant to WC lees Resthouses, work in progress

Min ref 19/539 Loveland Lane, SCC have contacted the Environment Agency regarding the improvements to the structure of the Leat, awaiting response

Min ref 19/501 Neighbourhood Plan meeting with Surrey Heath Borough Council, postponed for new Council

Min ref 19/520 Grit bins – application completed, awaiting SCC response

Min ref 19/505 Bus shelter – postponed for new Council

Min ref 19/509 CCTV policy- awaiting Councillors to complete the DPIA

Min ref 19/503 CiL expenditure – postponed for new Council, styles/footpath awaiting response

13. **Trust and Committee Meetings:** To **NOTE** decisions made since 25th April 2018
 - a. Planning Committee 30th April and 14th May 2019
 - b. Chobham Recreation Ground Charitable Trust 23rd May 2019
14. **Financial Matters:**
 - a. To **APPROVE** payments for May 2019
 - b. To **NOTE** the Income and Expenditure Statement for 30th April 2019
 - c. To **NOTE** the bank reconciliations for 30th April 2019
 - d. To **NOTE** the CIL balance of £29,153
 - e. To **APPROVE** the advance of £10,600 to Chobham Recreation Ground Charitable Trust being the budgeted grant from the Parish Council for the year ending 31st March 2020
 - f. To **APPROVE** the new Councillors as authorised bank signatures
15. To **APPROVE** the annual governance statement for year ending 31st March 2019
16. To **APPROVE** the accounting statement for year ending 31st March 2019
17. To **NOTE** the internal audit report
18. To **REAFFIRM** the Council's eligibility for General Power of Competence
19. To **NOTE** the Council's final response to the Fire and Rescue Consultation
20. **General Correspondence:**
21. **Agenda Planning:**
 - Risk Management Review
 - CIL expenditure
 - Risk assessment
22. **Date of next meeting:** 27th June 2019

Please note that this meeting may be digitally recorded as an aid to confirming the accuracy of Council records.

Exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2):

The Council wishes to exclude the press and public from the Meeting at this point prior to the consideration of the following item by reason of the confidential nature of the business to be transacted.

Confidential Matters

23. To **APPROVE** the Confidential Minutes of the Ordinary Meeting held on 25th April 2019
24. To **APPROVE** the Village Grounds and Recreation Grounds maintenance contracts