



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
Ordinary Meeting of Chobham Parish Council to be held on
THURSDAY 29th November 2018 in the **Parish Pavilion** at **8.00pm**.

Parish Clerk

Meeting called on 16th November 2018

AGENDA

1. **Apologies for absence**
2. **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.
3. To **APPROVE** the Minutes of the Ordinary Meeting held on 25th October 2018
4. **Public Forum** Members of the public are invited to raise questions about, and comment upon, any item of business on this agenda. Ten minutes are allocated in total with two to three minutes permitted per individual.
5. **To RECEIVE an update from Councillors and the Clerk:** to report only
 - a. **Members**
 - b. **Clerk**

Actions completed

Min Ref 18/416/461 - dissolution of JBC, see item 9 on agenda

Min Ref 18/463 – traffic management schemes for the Village forwarded to SCCllr Goodman

Min Ref 18/465 – Commemorative bench see item 14 on agenda

Outstanding actions

Min ref 18/425 bus shelter at Delta Road, deferred until budget agreed

Min ref 18/265 installation of concrete posts at Cannon Corner waiting quotation
6. **Trust and Committee Meetings:** To **NOTE** decisions made since 25th October 2018
 - a. Planning Committee 30th October 6th and 13th November 2018
 - b. Chobham Recreation Ground Charitable Trust 23rd October 2018
 - c. Chobham and West End Joint Burial Committee 14th November 2018
7. **Financial Matters:**
 - a. To **APPROVE** payments since 25th October 2018
 - b. To **NOTE** the Income and Expenditure Statement for 31st October 2018
 - c. To **NOTE** the bank reconciliations for 31st October 2018
 - d. To **NOTE** the CIL balance of £10,685.40
 - e. To **APPROVE** the completion of the External Audit

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

8. To **APPROVE** the budget for 2019/20
9. To **APPROVE** the precept for 2019/20
10. To **APPROVE** the dissolution of the Joint Burial Committee and the creation of the Chobham Burial Committee
11. To **APPROVE** the change of name of bank account from the Joint Burial Committee to the Chobham Burial Committee
12. To **DISCUSS** the application for a grant to the Pet Cemetery
13. To **REVIEW** the WW1 Exhibition and **DISCUSS** further actions
14. To **NOTE** the inscription for the WW1 bench and **AGREE** its location
15. To **NOTE** the risk assessment analysis and work to be undertaken
16. To **APPROVE** the Office closing from 24th to 30th December 2018
17. To **APPROVE** Staff Christmas Boxes
18. To **DISCUSS** HGV's driving through the High Street

19. **General Correspondence:**

20. **Agenda Planning:**

- GDPR review
- Personnel policies review
- Staff appraisals/salaries review
- Loveland Lane

21. **Date of next meeting:** 31st January 2019

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.

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