



CHOBHAM PARISH COUNCIL

Clerk, Chobham Parish Pavilion, Recreation Ground, Station Road
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Members of the Chobham Parish Council are hereby summoned to the
Ordinary Meeting of Chobham Parish Council to be held on
THURSDAY 31st January 2019 in the **Parish Pavilion** at **8.00pm**.

Parish Clerk

Meeting called on 24th January 2019

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 29th November 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.
 - a. Chobham Society presentation on HGV's (15 minutes allowed)
5. To **DISCUSS** the HGV's proposal of the Chobham Society
6. To **RECEIVE** an update from Councillors and the Clerk: to report only
 - a. **Members**
 - b. **Clerk**

Actions completed

Min ref 18/265 installation of concrete posts at Cannon Corner see item 9
Min ref 18/425 bus shelter at Delta Road, see item 14 on agenda
Min ref 18/483 Quotations from risk assessment, see item 9 on agenda
Min ref 18/486 HGV's in High Street, poster designed, action deferred
6. **Trust and Committee Meetings:** To **NOTE** decisions made since 29th November 2018
 - a. Planning Committee 27th November, 11th and 18th December 2018, 8th and 22nd January 2019
 - b. Chobham Recreation Ground Charitable Trust 20th November 2018 and 15th January 2019
7. **Financial Matters:**
 - a. To **APPROVE** payments since 1st December 2018
 - b. To **NOTE** the Income and Expenditure Statement for 31st December 2018
 - c. To **NOTE** the bank reconciliations for 31st December 2018
 - d. To **NOTE** the CIL balance of £29,153
 - e. To **APPROVE** the transfer of £1000 from general reserves to local elections ear marked reserves

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

- f. To **APPROVE** the payment of £1000 from general reserves to Chobham Burymead Football Club; being the grant money held on behalf of the Football Club
- g. To **APPROVE** a grant to “Tea on the Green” for £200
8. To **REVIEW** GDPR procedures and to **APPROVE** the following:
- a. Data Audit
 - b. Consent forms- Councillors, Staff and General
 - c. Updated Privacy Notice
 - d. Subject Access Request Policy and reporting form
 - e. Breach of Personal Data Policy and reporting form
 - f. CCTV Policy subject to the Council conforming with statutory requirements
9. To **APPROVE** the quotation for works at the Churchyard, posts at Cannon Corner and installation of benches at Benham Corner/Recreation Ground.
10. To **DISCUSS** speakers for the APM, provisional date 12th March
11. To **REVIEW** and **APPROVE** the draft Neighbourhood Plan
12. To **AGREE** the Council’s response to the Esso Consultation
13. To **DISCUSS** expenditure projects for CIL payments - Cllr Wheeler
14. To **DISCUSS** provision of grit bins at Brick Hill/ Burr Hill Lane - Cllr Coombs/Tedder
15. To **DISCUSS** the installation of a bus shelter at Delta Road – Cllr Coombs/Tedder
16. **General Correspondence:**
- a. Email regarding length of time poppies are put up in the Village
 - b. Discussion of length of time wreaths and silent soldiers are left on display
 - c. Email regarding procedures for the passing of Queen Elizabeth II
17. **Agenda Planning:**
- Heathrow Consultation
- Standing Orders review
- Financial Regulations review
- Members code of conduct review
- Staff appraisals/salaries review
- Loveland Lane – Cllr Tedder
- Christmas Lights – Cllr Tedder
18. **Date of next meeting:** 28th February 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.**
- Confidential**
19. To **DISCUSS** the future of the Chobham Pet Cemetery – Cllr Tedder/Coombs

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