



Members are summoned to the  
Annual General Meeting of Tandridge Parish Council  
To be held on Tuesday 4<sup>th</sup> June 2024 at 7.30pm at St Peters Church, Tandridge

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A G E N D A

*Members of the public and press are welcome and encouraged to attend.*

<b>10.</b>	<b>PROCEDURAL MATTERS</b>
<b>10.1</b>	<b>Apologies:</b> To receive apologies for absence
<b>10.2</b>	<b>Disclosure of Interests:</b> To receive any disclosure by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct
<b>10.3</b>	<b>Public questions:</b> The first ten minutes of the meeting are available for members of the public to raise questions about and comment on items on the agenda.
<b>10.4</b>	<b>Minutes:</b> Minutes of the Parish Council meeting held on the 14 <sup>th</sup> May 2024, are to be agreed and signed as a true record.

<b>11.</b>	<b>REPORTS</b>
<b>11.1</b>	County Councillor Report
<b>11.2</b>	District Councillor Report

<b>12.</b>	<b>ADMINISTRATION</b>
<b>12.1</b>	Councillors to confirm any training sessions they would like to attend
<b>12.2</b>	Councillors to note District Councillor Sayer has updated the Parish Council with regard to the Ward Boundary Name situation in light of the General Election.
<b>12.3</b>	Tandridge Parish Council to note the HR committee met on Tuesday 4 <sup>th</sup> June 2024. Councillors to note that recommendations from the Human Resources Committee including the adoptions of all Parish Council policies will be presented at the July meeting
<b>12.4</b>	Tandridge District Council would like to invite Parish Councils to take part in their Survey related to Gypsy & Traveller Accommodation Assessment. Tandridge Parish Council to confirm answers to submit.
<b>12.5</b>	Councillors to review and approve the amended Lease Renewal for Tandridge Village Hall Car Park and Play Area

<b>13.</b>	<b>FINANCIAL</b>
<b>13.1</b>	Councillors to review and sign off bank reconciliation for May 2024 Month End
<b>13.2</b>	Councillors to confirm and approve internal audit report
<b>13.3</b>	Councillors to confirm and approve the Annual Governance Statement
<b>13.4</b>	Councillors to confirm and approve the Accounting Statements
<b>13.5</b>	Councillors to confirm and approve the 2023/24 accounts
<b>13.6</b>	Councillors to confirm and approve the decision to declare exempt from an audit
<b>13.7</b>	Council to approve June 2024 Clerks Salary: £1,207.70 Gross June Pay Less deductions of Tax and NI Less deductions of Tax and NI And approve the PAYE amount for the month of June 2024
<b>13.8</b>	Councillors to approve the Clerks Expenses for May 2024 £31.40
<b>13.9</b>	Councillors to approve David O'Mahony services £150.00 per month for 2024-25
<b>13.10</b>	Councillors to approve St Peters Church – Hire of Monthly Meeting Space £36.00 for 2024-25

<b>14.</b>	<b>PARISH ENVIRONMENT</b>
<b>14.1</b>	Tandridge Parish Council to discuss the commemorative Crab Apple Tree in remembrance of Brian Knight
<b>14.2</b>	Councillors to discuss the Crowhurst Lane End Residents Association and any further correspondence
<b>14.3</b>	Councillors to confirm the work carried out on each visit to the Jubilee Field by Roger Lampard over the next year is acceptable to the Parish Council

<b>15.</b>	<b>NEIGHBOURHOOD PLAN</b>
<b>15.1</b>	Councillors to note that there is no progress at present with the Neighbourhood Plan due to grant applications being closed currently

<b>16.</b>	<b>PLANNING – Applications to be reviewed by Tandridge Parish Council and comments sent to Tandridge District Council</b>
<b>16.1</b>	<b>2021/258 Land Off Oxted Road (a25), Oxted,,</b> Erection of crematorium facility with associated memorial areas, landscaping, parking and infrastructure. (Amended Plans Received) <a href="https://tdcplanningsearch.tandridge.gov.uk/PlanningApplicationDetail#TDCInfo">https://tdcplanningsearch.tandridge.gov.uk/PlanningApplicationDetail#TDCInfo</a>

<b>17.</b>	<b>INFORMATION FOR COUNCILLORS (for noting and including on future agendas)</b>
<b>17.1</b>	

<b>18.</b>	<b>MEETING DATES</b>
<b>18.1</b>	Tuesday 2 <sup>nd</sup> July 2024 Tuesday 3 <sup>rd</sup> September 2024 Tuesday 1 <sup>st</sup> October 2024 Tuesday 5 <sup>th</sup> November 2024 Tuesday 3 <sup>rd</sup> December 2024 Tuesday 7 <sup>th</sup> January 2024 Tuesday 4 <sup>th</sup> February 2024 Tuesday 4 <sup>th</sup> March 2024