



SEND PARISH COUNCIL

8th January 2018

Members of Send Parish Council are hereby summoned to attend the
monthly meeting of SEND PARISH COUNCIL to be held on
Monday 15th January 2017 at 7.45 p.m. in the MAIN HALL of the Lancaster Hall
for the purpose of transacting the following business

Public Session Members of the public are invited to express a view or ask any questions of the Council
between 7.45 p.m. and 8.00 p.m. and then are welcome to observe the rest of the meeting

Signed: *D. K. Hurdle* Mrs D. K. Hurdle (Clerk)

Agenda

1. **Apologies for absence**
2. **Declaration of interests by Members on agenda items**
3. **Minutes of Council Meeting 20th November 2017** – to sign as a correct record of the meeting
4. **Chairman/ Clerk's report** - to report on any matters since the last Council meeting
5. **County and Borough Councillors' report** - to receive an update on issues from the previous meeting and to provide information on other items on this agenda
6. **Planning**
 - a) **Guildford Borough Council Local Plan**
 - to note that in line with Guildford Borough Council's resolution taken at its meeting on 21st November 2017, the Guildford Borough Local Plan has been submitted to the Secretary of State, for examination
 - to receive and consider a proposal from the Planning Consultant appointed to represent Send Parish Council at the Public Enquiry for the Local Plan
 - b) **Joint Parishes Meeting on in-setting at West Horsley** – to receive a report on the meeting held on 25th November and an invitation to a follow up meeting on 1st February 2018
 - c) **Planning Minutes** - to note the Planning Minutes from the Send PC Committee meetings held in November-January (to be sent to Members by email or view on the Parish website)
 - d) **Planning Committee** – to note the resignation of a member of the committee and to appoint a new member
7. **Send Neighbourhood Development Plan (SNDP)**
 - a) to receive and consider the recommendations from the Review of the SNDP Working Group meeting on 8th January 2018 regarding:
 - the appointment of a Consultant for the Send Neighbourhood Development Plan
 - the appointment of a Neighbourhood Development Plan Working Group to support the consultants and advise the Council on key decisions
 - the appointment of a Chairman for the SNDP Working Group

8. **Financial and other Council Matters**
 - a) **The Financial Plan 2017-23, Revised Budget 2017-18, Budget 2018-19 and Precept requirement 2018-19** – to approve
 - b) **Monthly expenditure lists for December 2017 and January 2018 and bank reconciliation to December 2017** – to approve and sign
 - c) **Interim Audit report** – to approve the response to the Interim Audit report 2017-18
 - d) **Data Protection Registration** - to approve attendance at a Surrey Association Local Council training day on the new regulations for Data Protection
 - e) **Council working groups** - to agree dates for the Council's working group meetings

9. **Lancaster Hall**
 - a) **Improvements to foyer** – To receive an update on the project to improve the Lancaster Hall foyer and approve additional works
 - b) **Monthly report** – to include a report on the new fire doors

10. **Open spaces and tree works**
 - a) **Parish Tree inspection** – to receive the report on the inspection, approve the programme of works, and appoint a contractor for the tree surgery

11. **Community Matters**
 - a) **Youth Work** - to receive a report from Surrey County Council Youth team on the work in Send and agree action
 - b) **Christmas lights** - To receive a report on the Send Christmas lights 2017 and agree action
 - c) **Annual Parish Meeting** – To approve a date for the Annual Parish Meeting 2018

12. **Communications**

To receive and consider the following requests and communications:

 - a) **Community projects** – information on plans for projects including the WW1 anniversary
 - b) **Other Communications** – to report any other communications received after the agenda has been issued (for information only or to be discussed at a future Council meeting)

13. **Highways Matters**
 - a) **Highways** – to note that the following items will be discussed at the Parking and Traffic Working Group meeting:
 - Report on the data from the Vehicle Activated Sign
 - Traffic and Parking issues in Send Barns Lane
 - New traffic islands in Send Road

14. **Confidential** - to pass a resolution: In view of the confidential nature of the business to be transacted at Item 15 of the agenda, the press and public to be excluded from this part of the meeting

15. **Confidential item** - to receive and consider an item on staff salaries

16. **Date of next Council Meeting** - to note the date - Monday 19th February 2018

The Chairman will close the meeting