



# SEND PARISH COUNCIL

11<sup>th</sup> July 2018

Members of Send Parish Council are hereby summoned to attend the  
monthly meeting of SEND PARISH COUNCIL to be held on  
Monday 16<sup>th</sup> July 2018 at 7.45 p.m. in the UPPER ROOM 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 25<sup>th</sup> June 2018** – to sign as a correct record of the meeting
4. **Guildford Borough Council Local Plan**
  - a. **Public Enquiry** - to receive and consider a report on the Hearing, the representation made by the Parish Council and information on the next steps of the Local Plan process
  - b. **Visit from the Inspector** - to receive an offer from the inspector to visit Send to view the issues in more detail (particularly regarding traffic)
5. **Send Neighbourhood Development Plan (SNDP)**
  - a. **SNDP Working Group** – to receive the notes from the meeting held on 9<sup>th</sup> July 2018 and approve the Terms of Reference for the Working group
  - b. **Project Plan** – to receive the updated Project Plan, timetable for the SNDP and agree action
6. **Planning Committee** - to note the Planning Minutes from the meetings held in June/July 2018
7. **Recreation Ground Working Group** - to receive the notes and recommendations for new projects from the meeting held on 2<sup>nd</sup> July 2018 and approve action including the following:
  - **Community project and WW1 commemoration** – to plant an avenue of trees to lead to an oak framed shelter with seating (the trees to be funded by a donation from the Rotary Club in France twinned with Send and the shelter to be included in a Grant-Aid application for 2019-20)
  - **Other 2019-20 Grant-Aided projects** – to install a storage container, picnic benches with disabled access and BBQ by the pavilion and new bench by the tree stump
8. **WW1 Commemoration and Poppy Project** – to receive a report on the community project and approve plans for organising Remembrance Day on 11<sup>th</sup> November 2018
9. **Communications Working Group** - to receive the notes and from the meeting held on 2<sup>nd</sup> July 2018 and approve action including the production of a newsletter in the autumn

10. **Allotments** – to approve the new lease for the allotment land and the tenancy fees for 2018-19
11. **Financial and other Council Matters**
  - a) **Monthly expenditure list for July 2018**– to approve and sign
  - b) **Budget report first quarter 2018-19**– to receive and consider
12. **Council Policies and Procedures**
  - a) **Policy for dealing with Illegal Encampments** – to receive and consider a new policy and procedure for dealing with illegal encampments and to approve some additional security measures on land owned by the Council
  - b) **General Data Protection Regulation (GDPR)** – to receive an update on the ongoing review of the Council’s processes relating to compliance with GDPR
  - c) **Review of Council Policies** – to review the following Council Policy – Grants and Donations
13. **Communications**

To receive and consider the following requests and communications:

  - a) **Surrey County Council Local/Joint Committee Review Group** – to receive the results of the review of the effectiveness of the SCC Local Committees
  - b) **Cemetery** – to discuss a request for a plaque by a headstone
  - c) **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)
14. **Other reports**
  - a) **Chairman/Clerk’s report** - to report on any matters since the last Council meeting
  - b) **Lancaster Hall** – monthly report
  - c) **Cemetery** – monthly report
15. **Confidential** - to pass a resolution: In view of the confidential nature of the business to be transacted at Item 16 of the agenda, the press and public to be excluded from this part of the meeting
16. **Confidential item** - to receive and consider an item on staff salaries and a contractor’s pay
17. **Date of next Council Meeting** – to note the date of the next Council Meeting is Monday 17<sup>th</sup> September 2018 (no meeting in August)

The Chairman will close the meeting