



# SEND PARISH COUNCIL

13<sup>th</sup> March 2019

Members of Send Parish Council are hereby summoned to attend the  
monthly meeting of SEND PARISH COUNCIL to be held on  
Monday 18<sup>th</sup> March 2019 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 18<sup>th</sup> February 2019** – to sign as a correct record of the meeting
4. **Send Neighbourhood Development Plan (SNDP)** – to approve the final document and timetable for the public consultation on the plan (Regulation 14)
5. **Planning**
  - a) **Guildford Local Plan** – to receive a report on the progress of the Local Plan
  - b) **Planning Minutes** - to note the Planning Minutes from the Send PC Committee meetings held in February/March (to be sent to Members by email or view on the Parish website)
6. **Allotments** - to approve the new tenancy agreement for the allotments and spring newsletter
7. **Recreation Ground Centenary Project** – to receive an update on the project and agree action
8. **Lancaster Hall**
  - a) **Refurbishment of toilets** – to receive and consider quotes for the work
  - b) **Monthly report**
9. **Community Matters**
  - a) **Parish Liaison Meeting** – to receive an invitation to the Parish Liaison Meeting at Guildford Borough Council on 22<sup>nd</sup> March and to approve a response to the agenda items regarding:
    - Assisting with building Parish Council websites
    - Street trading licences and their impact on community village fetes and fairs
  - b) **Christmas lights** – to approve a proposal to improve the Christmas lights in Send
10. **Cemetery**
  - a) **Cemetery searcher** – to receive a report on the project to create a cemetery searcher on the Parish website and agree action
  - b) **Annual Memorial Inspection** – to receive a report on the inspection and agree action
  - c) **Headstone** – to receive a request for a headstone to span two graves

## 11. Highways Matters

- a) **A3/Potters Lane junction** – to receive a response from Highways England, Surrey Highways and the Police regarding improving safety at the junction and confirmation of the plan not to close the junction and to agree action
- b) **Village Entry Sign in Potters Lane** – to receive a report on the consultation regarding relocating the village entry sign in Potters Lane and agree action
- c) **Traffic and Parking problems in Send** – to receive emails from residents regarding a number of highways issues in Send and to agree a response
- d) **Temporary closure of Footpath 61** – to receive a notification of the extension to the closure
- e) **Other Highways matters** - to receive a report on other highways works being carried out in Send and to report any other matters to Guildford Borough Council or Surrey County Council

## 12. Financial and other Council Matters

- a) **Service contracts 2019-20** to approve the renewal of contracts for pavilion and public toilet cleaning and services
- b) **Pension Discretion Policy** – to update the policy
- c) **Council Risk Assessments 2018-19**– to carry out the annual review and agree action resulting from the review
- d) **Review of Effectiveness of Internal Audit** – to approve
- e) **Planning Resources** – to approve the cost for renewal of the magazine
- f) **Monthly expenditure list for March 2019** – to approve and sign

## 13. Communications

To receive and consider the following requests and communications:

- a) **Send United** – a request to hold an Awards Ceremony on 29<sup>th</sup> June on the recreation ground
- 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)

## 14. Other reports

- a) **Chairman/Clerk** - to report on any matters since the last Council meeting
- b) **Borough Councillors/County Cllr** - to receive an update on issues from the previous meeting and to provide information on other items on this agenda

## 15. Date of next Council Meeting - to note the date - Monday 15<sup>th</sup> April 2019

To note the date of the Annual Parish Meeting is Monday 8<sup>th</sup> April 2019

The Chairman will close the meeting