

**Members are summoned to the Meeting of Tandridge Parish Council to be held on
Tuesday 12th January 2021 at 7.30pm via video conference**



A G E N D A

Public questions: The first ten minutes are available for members of the public to raise questions about and comment on items on the agenda. **Members of the public and press are welcome and encouraged to attend.**

50. Procedural matters

- 50.1 **Apologies:** To receive apologies for absence.
- 50.2 **Disclosure of Interests:** To receive any disclosure by Members of any Disclosable Pecuniary Interests (DPIs) and / or other interests arising under the Code of Conduct.
- 50.3 **Minutes:** Minutes of the Parish Council meeting held on 1st and 15th December 2020 to be agreed and signed as a true record.
- 50.4 **Matters Arising**
 - Application documents for Councillor Vacancy have been emailed to interested parties
 - Application documents for Lloyds have been revised after a conversation with the banking team. Cllrs will need to sign the documents and return to Lloyds

51. County and District Councillors Reports

52. Parish Environment

- 52.1 General discussion regarding any issues that need addressing in the Parish

53. Neighbourhood Plan

- 53.1 Councillors to receive an update regarding the current situation.

54. Planning

- 54.1 Planning applications received and for discussion by Councillors:
 - 2020/2312 TANDRIDGE PRIORY, BARROW GREEN ROAD , OXTED , SURREY ,RH8 9NE
Proposal Erection of single storey rear extension with associated hard landscaping, ground, first floor, and basement internal alterations.
 - 2020/2203 TANDRIDGE PRIORY, BARROW GREEN ROAD , OXTED , SURREY ,RH8 9NE
Proposal Erection of single storey rear extension with associated hard landscaping, ground, first floor, and basement internal alterations.

55. Finance and Administration

- 55.1 To approve payments for December 2020:
 - £ 714.71 40 hours paid to Clerk for December 2020
Holiday paid to Clerk for 2020
Less deductions of Tax and NI
 - £ 38.96 Clerk Expenses retrospectively for December 2020

£205.22 Clerk's Overtime for December as per detail
£311.35 Expenses incurred by J.Hammond

- 55.2 Councillors to review and sign off bank reconciliation.
- 55.3 Tandridge Parish Council to review the budget for 2021 – 2022 and approve the precept.
- 55.4 Tandridge Parish Council to review and approve the notes as a concise record of a meeting held between the Clerk, the Chair and Vice Chair of Tandridge Parish Council. Tandridge Parish Councillors are to note that the clerk will be paid for 10hpw at the correct rate set by NALC, along with submitting overtime sheets for all work completed.
- 55.5 Councillors are to confirm which training courses they are available and able to attend from the list the clerk has sent through.
- 55.6 Councillors to note the internal audit was concluded by Farsight Consulting, a further audit will be carried out in May 2021 after the closing the financial year.

56. Information for Councillors (for noting or inclusion on future agenda)

2021 Meeting Dates:

Tuesday 2nd March
Tuesday 13th April
Tuesday 11th May
Tuesday 8th June
Tuesday 6th July
Tuesday 7th September
Tuesday 5th October
Tuesday 2nd November
Tuesday 7th December

Date of Next Meetings: Parish Council meeting:

Tuesday 2nd February