



**Members are summoned to the
Annual General Meeting of Tandridge Parish Council
To be held on Tuesday 6th June at 7.30pm at St Peters Church, Tandridge**

A G E N D A

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

10.	PROCEDURAL MATTERS
10.1	Apologies: To receive apologies for absence
10.2	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
10.3	Public questions: 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.
10.4	Minutes: Minutes of the Parish Council meeting held on the 16 th May 2023, are to be agreed and signed as a true record.

11.	REPORTS
11.1	County Councillor Report
11.2	District Councillor Report

12.	ADMINISTRATION
12.1	Councillors to retrospectively confirm approval of the Insurance Policy after reviewing quotations submitted from Zurich Parish Council Insurance, Parish Protect and BHIB Council Insurance
12.2	Councillors to note that the internal audit was completed, and documents circulated for review

13.	FINANCIAL
13.1	Councillors to review and sign off bank reconciliation for May 2023 Month End
13.2	Councillors to confirm and approve internal audit report
13.3	Councillors to confirm and approve the Annual Governance Statement
13.4	Councillors to confirm and approve the Accounting Statements
13.5	Councillors to confirm and approve the 2021/22 accounts
13.6	Councillors to confirm and approve the decision to declare exempt from an audit
13.7	Councillors to approve Clerks June Salary £1,018.55 Gross May Pay Less deductions of Tax and NI
13.8	Councillors to approve payment of the June (M2) PAYE due by the 22 nd July 2023
13.9	Councillors to approve the Clerks Expenses for May 2023 £31.40
13.10	Councillors to note the standing orders: David O'Mahony services £125.00 St Peters Church – Hire of Monthly Meeting Space £36.00

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14.	PARISH ENVIRONMENT
14.1	Councillors to discuss and report on the Jubilee Celebrations in Tandridge Parish
14.2	Tandridge Parish Council to discuss the Millennium Field, Glebe Field and Jubilee Field and any required improvements regarding damaged fencing, overgrown ditches or tree work
14.3	Councillors to discuss any damaged styles in the parish and confirm any actions required
14.4	Tandridge Parish Council to confirm location of the Crab Apple Tree in memory of Brian Knight.
15.	NEIGHBOURHOOD PLAN
15.1	Councillors to receive a general update regarding the current situation
16.	PLANNING – Applications to be reviewed by Tandridge Parish Council and comments sent to Tandridge District Council
16.1	None at time of publication
17.	INFORMATION FOR COUNCILLORS (<i>for noting and including on future agendas</i>)
17.1	Future Agenda Items
18.	MEETING DATES
18.1	Tuesday 4 th July 2023, Tuesday 5 th September 2023, Tuesday 3 rd October 2023, Tuesday 7 th November 2023, Tuesday 5 th December 2023 Tuesday 16 th January 2024, Tuesday 6 th February 2024, Tuesday 5 th March 2024