

To: All St Martha Parish Councillors

Your attendance is requested at an Ordinary Parish Council Meeting to be held on  
**Thursday 1<sup>st</sup> November 2018 at 7.30 p.m.**  
**at Chilworth C of E Infants School**

Anne Tait (Clerk)

**AGENDA**

**1. APOLOGIES AND REASON FOR ABSENCE**

**2. DECLARATION OF INTERESTS by Members on agenda items**

**3. MINUTES**

To be agreed and signed by the Chairman as a true record of the Ordinary St Martha Parish Council meeting held on 6<sup>th</sup> September 2018 and the Extra-ordinary meeting held on 9<sup>th</sup> October 2018.

**PUBLIC SESSION** The next fifteen minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

**4. APPOINTMENT OF COUNCILLORS TO OUTSIDE BODIES**

Councillors to formally appoint a voting representative for St Martha Council to attend and vote at the Surrey ALC AGM and any other outside bodies.

**5. REPORTS:**

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting)

- **Parish Clerk**
  1. Clerk to update Members on the arrangements to re-install the Commemorative Seat outside Chilworth C of E School.
  2. Change of date for the Annual Meeting of the Parish Council – following confirmation from SSALC
  3. Borough Councillors (5 Minutes)
- **Surrey County Councillor Report (10 Minutes)**
- **Parish Councillors**
  - (a) Cllr G Brown to report on the Shalford PC meeting held on 18/10/18
  - (b) Cllr Mrs Allen to report on the North Downs line Steering Group held on 25/10/18

**6. PARISH ASSETS**

Councillors to give an update report on Parish Assets

**7. THE GUNPOWDER MILLS SITE**

**The Flow of Water along the Canal**

To update the Council on correspondence from Katie Bradford, Environment Agency.

**Annual Consultative Meeting:**

Councillors to discuss the final arrangements for the Annual Meeting on 08/11/18.

**8. PLANNING**

- (a) Outcome of those applications previously reported:
- (b) Notice of those received since last meeting on 9<sup>th</sup> October 2018:
- (c) **To receive and consider any further planning applications received by the Clerk after this Agenda was published.**
- (d) **16/P/02399 - Blackheath Cottage** - The Clerk to report on any update from GBC.

(e) **GBC Local Plan** – the proposed Hornhatch Development, Cllrs to note any development

**8. CORRESPONDENCE**

The Clerk to report on any correspondence received after this Agenda was published.

**9. COUNCIL POLICIES AND PROCEDURES**

a) General Data Protection Regulation (GDPR) – to receive an update on the ongoing review of Council's processes relating to compliance with GDPR and to approve a new policy for Data Protection

**10. HIGHWAYS AND RIGHTS OF WAY**

a) To bring any highways or other matters to the attention of Surrey County Council and Guildford Borough Council.

**11. FINANCIAL MATTERS**

(a) To approve and sign the bank reconciliation for September 2018

(b) Monthly expenditure list for October 2018– to approve and sign

(c) To receive and approve the schedule of cheques for approval and payment as presented by the Parish Clerk

(d) Clerk to remind Councillors of the Finance Committee meeting to be held on 13/12/18 at St Thomas Church Rooms

**12. ITEMS FOR THE NEXT MEETING**

To receive requests for items for discussion at the next meeting.

**13. DATE OF NEXT COUNCIL MEETING – Thursday 10<sup>th</sup> January 2019**