

# Wonersh Parish Council

BLACKHEATH • SHAMLEY GREEN • WONERSH

[www.wonershparish.org](http://www.wonershparish.org)



## NOTICE OF PARISH COUNCIL MEETING

Local Government Act 1972

**Members are hereby summoned to the annual meeting of the Council** to be held on **Thursday 16 May 2019** at 7.30 pm at The Community Room, Garden Close, Shamley Green for the transaction of the under-mentioned business.

*Lisa Davison*

Clerk to the Council

Dated this 9<sup>th</sup> day of May 2019.

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### AGENDA

19/20 001	To elect the Chairman of the Council.
19/20 002	To consider and approve apologies for absence.
19/20 003	<b>Wonersh Parish Code of Conduct – Declarations of disclosable interests and, if requested, consideration and approval of dispensations under the Code.</b>  <i>Members are required to disclose, in accordance with the Code, both the existence and nature of any disclosable pecuniary (financial) interests they or their spouses/partners, other family members, friends or close associates have in relation to matters for consideration on this agenda. Members are also required to disclose any interests they have in relation to matters for consideration on this agenda that arise from their membership or occupation of a position of general control or management in: (a) bodies to which Members have been appointed or nominated by the Council; (b) bodies which exercise functions of a public nature; (c) bodies directed to charitable purposes; and (d) bodies one of whose principal purposes include the influence of public opinion or policy. Having identified disclosable pecuniary (financial) interests in any matters for consideration on this agenda, and unless a dispensation has been granted, Members must withdraw from the meeting while consideration and decision-making about such matters take place.</i>
19/20 004	Open meeting for <i>members of the public</i> to raise matters with the Council.
19/20 005	Briefing by the <i>Safer Neighbourhood Policing Team</i> on issues of local interest and concern.
19/20 006	To consider and approve the minutes of the Council meeting held on 11 April 2019.
19/20 007	To receive progress reports about matters previously considered and approved by the Council.
19/20 008	To receive the approved minutes of the Planning Committee meeting held on 4 April 2019.
19/20 009	To receive the approved minutes of the Risk and Audit Committee meeting held on 4 April 2019.
19/20 010	To consider and approve the minutes of the Parish Annual Assembly held on 24 April 2019.
19/20 011	To consider and approve the minutes of the Risk and Audit Committee meeting held on 25 April 2019.

19/20 012	Receive progress reports about matters previously considered and approved by the Council.
19/20 013	To appoint Members of the Council's Planning Committee.
19/20 014	To appoint Members of the Council's Risk and Audit Committee.
19/20 015	To appoint Members of the Council's Personnel Committee.
19/20 016	To appoint Members of the Council's working parties and portfolio leads:  <ul style="list-style-type: none"> <li>(a) Neighbourhood Plan/ Parish Survey</li> <li>(b) Emergency Planning</li> <li>(c) Commons Enhancement and Management</li> <li>(d) Lengthsman Scheme</li> <li>(e) Shamley Green Community Room</li> <li>(f) Website / PR / Newsletter</li> <li>(g) Playgrounds</li> <li>(h) Gerald's Wood</li> </ul>
19/20 017	To appoint representatives of the Council to other bodies and organizations:  <ul style="list-style-type: none"> <li>(a) Surrey Association of Local Councils</li> <li>(b) Waverley Borough Council joint meetings with Town and Parish Councils</li> <li>(c) WBC Planning Forum</li> <li>(d) Blackheath community traffic-calming working party</li> <li>(e) Wonersh community traffic-calming working party</li> <li>(f) Barnett Hill traffic management consultation committee</li> <li>(g) Longacre School traffic management consultation committee</li> <li>(h) Surrey County Council Eastern Villages Task Group</li> <li>(i) Vision for Wonersh</li> </ul>
19/20 018	Finance – to consider and approve the following:  <ul style="list-style-type: none"> <li>(a) the list of receipt and payment vouchers in April 2019;</li> <li>(b) the end-April 2019 financial statement;</li> <li>(c) the schedule of due payments over the present f/y which arise on a regular basis as authorised under the Council's <i>Financial Regulations (Section 5.6)</i>;</li> <li>(d) the payment of £210.00 to Shamley Green PCC for the distribution of the March 2019 parish newsletter to Shamley Green residents and the monthly advert in the Shamley Green Parish Magazine for 2019/20;</li> <li>(e) the payment of £1090.80 to Surrey Community Action for Print and Postage Costs for the Parish Survey;</li> <li>(f) the continuing appointment of Councillors Band, Crouch and Weale as authorised signatories to the Council's bank account;</li> <li>(g) the appointment of Councillor Ellis as an additional authorised signatory to the Council's bank account;</li> <li>(h) the authorization of a monthly direct debit mandate for the payment of the Council's BT OneBill (office telephone and broadband) account;</li> <li>(i) The authorization for the debit card payment of £13.19 for the domain name;</li> <li>(j) the authorization of annual direct debit mandates for domain registration to UK2;</li> <li>(k) the authorisation to transfer to online banking</li> </ul>
19/20 019	Annual Governance and Accountability Return (Part 3) 2018/19: To consider and approve Section 1 – Annual Governance Statement.

19/20 020	Annual Governance and Accountability Return (Part 3) 2018/19: To consider and approve Section 2 – Accounting Statement
19/20 021	Audit: To review and confirm the Council response to Internal and External Auditor reports from 2017/18.
19/20 022	To appoint <i>Auditing Solutions Limited</i> to conduct the Council's internal audit during 2019/20.
19/20 023	To consider the revision of the Council's Playgrounds Management Policy and to approve the next steps.
19/20 024	To discuss the co-option process to fill Council vacancies and approve next steps.
19/20 025	To discuss trees on common land in response biennial survey and with regards to general upkeep.
19/20 026	To consider drainage of common land in Wonersh, around Lawnsmead.
19/20 027	To receive reports by Members and the Clerk.
19/27 028	Members' business and correspondence for noting or including on a future agenda.
19/27 029	Dates of future meetings:  <p style="margin-left: 40px;"><b>Council:</b> 13 June 2019</p> <p style="margin-left: 40px;"><b>Planning Committee:</b> 23 May &amp; 13 June 2019</p>

[clerk@wonershparish.org](mailto:clerk@wonershparish.org)

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