

Normandy Parish Council

Serving Our Community through working in Partnership

To all Members of Normandy Parish Council

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL** that will be held on **THURSDAY 29 SEPTEMBER 2022** at **7.30 pm** (or at the conclusion of the Planning Committee meeting if later) at **ROYAL BRITISH LEGION HALL** on **GUILDFORD ROAD, NORMANDY**

The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the public and press are excluded.

*During this meeting the public are allowed to film the Council/Committee and officers only from the front of the public gallery, providing it does not disrupt the meeting. **Any items in the Exempt Part of the agenda cannot be filmed.** If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking. The use of social media is permitted but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.*

Amanda Pick

Amanda Pick
Clerk to Normandy Parish Council

Publication date: 23 September 2022

AGENDA

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| C-059 | APOLOGIES
To receive and accept apologies for absence. |
| C-060 | DECLARATIONS OF INTEREST
To receive any declarations of personal and/or prejudicial interest from members regarding items on the agenda |
| C-061 | MINUTES OF PREVIOUS MEETINGS
To receive and adopt the minutes of the council meeting held on 28 July 2022 |
| C-062 | QUESTIONS FROM THE PUBLIC
Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes. |
| C-063 | ADDITIONAL MEETING DATES
To decide if additional full council meetings are required for the months of October and December 2022, plus February 2023. |
| C-064 | REPORTS FROM OTHER AUTHORITIES
To receive reports from representatives of other authorities:
(a) Surrey County Council
(b) Guildford Borough Council |
| C-065 | REVIEW OF PARISH OFFICE
(a) To welcome the Assistant Parish Clerk
(b) To discuss the Clerk's hours in relation to overtime now that the new Assistant is in place
(c) To review the need for a parish office following the 3-month trial |

- C-066 WEBSITE DEVELOPMENT**
To receive and consider alternative approaches to website development
- C-067 HIGHWAYS COMMITTEE**
To hear an update from the above committee in relation to traffic issues within the village
- C-068 EVENTS**
(a) To retrospectively note the procedures and vigil undertaken by the Council to mark the death of HM Queen Elizabeth II
(b) To agree the proposal for the volunteers evening
(c) To plan a budget for an event to celebrate the Coronation of the King, anticipate in spring or summer 2023
(d) To agree plans for Remembrance Sunday in relation to the wreath and the event being planned by St Marks Church
- C-069 FINANCE**
(a) To approve the schedule of invoices for payment
(b) To agree whether to continue membership of Rural Services Network
(c) To note RFO has set up salary payments for Clerk and Assistant Clerk to be paid automatically online
(d) To inform councillors of steps in agreeing next year's Precept
(e) To review and agree the proposal for to transfer funds from the general reserve to earmarked reserves
- C-070 ASSET REGISTER**
To review and agree the proposed allocation of work for the Asset Register
- C-071 URGENT COMMITTEE BUSINESS**
To consider any urgent items referred from any of the committees for approval by council
- C-072 EXCLUSION OF THE PRESS AND PUBLIC**
That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.
- C-073 ITEMS FOR INFORMATION AND/OR INCLUSION ON FUTURE AGENDAS**
To receive any urgent information items and agree any items for inclusion on future council and/or committee agendas.