



## ELSTEAD PARISH COUNCIL

Mrs Juliet Williams – Clerk  
Woodview,  
Red House Lane,  
Elstead,  
Surrey GU8 6DS

Email: elsteadpc.clerk@gmail.com

Chairman: Mr P.W. Murphy  
Email: pwmurphy215@supanet.com

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### **Councillors are summoned to attend the Annual Parish Council Meeting to be held as follows:**

Date: **Monday 17th May 2019**

Time: **7.30 pm**

Place: **The URC, Milford Road**

Members of the public who wish to raise any matters relating to Council business will be invited to do so at 7.30pm. A time of approximately 10 minutes has been set aside for question and answers. Please note that the premises are wheelchair accessible.

**Juliet Williams - Parish Clerk**

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The Agenda for the meeting is set out below:

1. Apologies for Absence
2. Declaration of Interests
3. Approval of Minutes of Previous Meeting held 20th May 2019
4. Approval of Minutes of Planning Meeting held 20<sup>th</sup> May 2019
5. Matters arising from the minutes
6. WBC Update
7. SCC update
8. NHP update (including HNS Approval)
9. Our Elstead Update
10. Website Update
11. Approval of correspondence: PIC funding and Compensatory Grant
12. Peter Pan request for financial support towards repairs to the surrounding fence
13. Annual Review of Financial Regulations (re sign)
14. Elstead PC Code of Conduct (review and sign)
15. Elstead GDPR Policy (review and sign)
16. Finance (papers to be distributed to Members in advance of the meeting)
  - a. Revised asset register to be signed
  - b. Internal Audit Report 2018-19 - report to be noted and actions agreed by cllrs
  - c. Statement of Internal Control – to be approved and adopted
  - d. Review of Effectiveness of Internal Audit document
  - e. Agree re-appointment of internal auditors for 2019-20
  - f. Annual Governance Statement 2018-2019 to be reviewed and approved
  - g. Accounting Statement to be reviewed and approved
17. Approval of tree works to PC land adjacent to Weyfield
18. Reports and Correspondence
19. Accounts for Payment
20. Exempt Business – to the exclusion of the public and press
21. Matters raised by Members

**Juliet Williams - Clerk**

