

**MINUTES OF THE ANNUAL MEETING OF
WARLINGHAM PARISH COUNCIL HELD ON 19th MAY 2021**

Councillors (Cllrs) present:

*Charles Lister (ex-Chair), Cindy Steer (new Chair),
Nathan Adams, Robin Bloore, Matthew Elmer, Grace Kempster,
Debbie Mayhew, Simon Morrow, Anna Patel, Mark Payne,
Keith Prew and Jeremy Pursehouse.*

Attending:

1 visitor (part)

Meeting opened at 7:45pm and closed at 9:28pm

In attendance: Simon Bold, Clerk

1. TO ELECT THE CHAIRMAN OF THE COUNCIL

Cllr Lister presided for the vote of a new Chairman of Warlingham Parish Council. Cllr Steer was nominated as Chairman by Cllr Adams which Cllr Prew seconded. Cllrs voted Cllr Steer as Chairman who then completed a Declaration of Acceptance of Office – Chairman’s version.

Cllrs thanked Charles Lister for his hard work and successful Chairmanship of the Council for the last two years.

Charles Lister left the meeting at this point and Cllr Steer continued as Chairman.

2. TO ELECT A VICE-CHAIRMAN OF THE COUNCIL

Cllr Prew was nominated as Vice-Chairman by Cllr Steer which Cllr Pursehouse seconded. Cllrs voted Cllr Prew as Vice-Chairman who then completed a Declaration of Acceptance of Office – Vice-Chairman’s version.

The Clerk to notify Tandridge District Council (TDC), the Surrey Association of Local Councils and external auditor of the new Chairman’s appointment.

SB

3. APOLOGIES FOR ABSENCE

None.

4. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Clerk confirmed that he had received a signed Declaration of Acceptance of Office from every Cllr.

5. CODE OF CONDUCT

The Clerk confirmed that he had received a completed Notification of Disclosable Pecuniary and Other Interests form from each Cllr except Cllr Steer. Cllr Steer to provide a completed form to the Clerk within 28 days of the election (the 6th May).

CS

The Clerk to compile a Register of Cllrs’ Interests and upload this to the Council’s website.

SB

No Cllr declared any Disclosable Pecuniary Interest and/or ‘Other Interests’ in respect of items on the agenda.

6. GENERAL POWER OF COMPETENCE (GPC)

The Clerk briefly outlined the details of the GPC (*Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012*) for information. Cllrs acknowledged that the Council met the qualifying criteria and resolved that the Council was eligible to use the GPC.

7. COMMITTEES

Cllrs Adams, Elmer, Patel and Prew were confirmed as members of the Planning Committee. Cllrs Kempster, Pursehouse and Steer offered to be reserve members to cover for any absences at Committee meetings.

Cllrs Kempster, Morrow and Prew were confirmed as members of the Library Management

Committee with Cllr Prew continuing as the Committee's Chairman.

8. MINUTES

Cllrs approved the minutes of the 7th April 2021 meeting. The Clerk to add copies to the Council's notice board and website. SB

9. WELCOME BACK FUNDING (VIA TDC)

Cllr Morrow provided details of the availability of Welcome Back Funding from the European Regional Development Fund to encourage local communities to return to their high streets and help re-build economies to pre-pandemic levels.

Before the meeting, the Chairman of Warlingham Events had provided outline details of a possible day-long event to be held in Warlingham that might be suitable for Welcome Back Funding.

In addition, Cllr Pursehouse had provided a draft bid by Warlingham Events prior to the meeting and proposed that the event, as described, would fulfil the aims of the fund by attracting people into the centre of Warlingham with various entertainments and activities across the chosen day.

Cllrs provided their support for an application for funding to be made by Warlingham Events to TDC.

10. CLERKS REPORT

The Clerk provided information to Cllrs on a number of issues and the following next steps were agreed:

- Cllrs Adams, Morrow and Pursehouse, along with the Clerk, to hold an introductory site meeting with the operators of the Spaghetti Tree restaurant (located on the Common Land, owned by the Parish Council). NA
SM
JP
- The Clerk to seek re-quotes for tree work at the Common Land (previously scheduled to be completed at the end of the month) and Cllr Kempster to provide information on the latest approach to dealing with trees infected with Ash Die Back. SB
GK
- The Clerk to circulate proposals (when available) from TDC in respect of a need to cut back a small number of overhanging tree branches from Common Land trees adjacent to the Uplands residential site. SB
ME
- All new Cllrs to provide photographs and short biographies for uploading to the Council's website. GK
DM
- The Clerk to complete the Internal Audit and circulate external audit forms prior to the next meeting. MP
SB

11. INSURANCE

Cllrs agreed to expenditure of £1,088.28 in respect of the Council's insurance cover from 1st June 2021. Cllrs supported the Clerk's proposal that a fuller review of the insurance market be completed ahead of next year's renewal.

The Clerk to complete the 2021/22 renewal instructions and send the Council's payment before asking the insurer to add Library folding tables and display boards to the list of insured items. SB

12. NEXT MEETING

Cllrs noted that the next meeting will take place on Wednesday 2nd June 2021. ALL

13. SUB-SECTION 2 OF THE PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

None.