



Minutes of the annual meeting held on 17th May 2021

Councillors (Cllrs) present:

Celia Rudland (ex-Chair), Marcus Jones (new Chair),
 Sakina Bradbury, Deano Cline, June Henty,
 Zach Jones and David Lee

Attending:

County & District Cllr Jeffrey Gray

In attendance:

Simon Bold (Clerk)

Meeting started at 7:50pm and closed at 9:02pm

1.	<p>TO ELECT THE CHAIR OF THE COUNCIL Cllr Rudland presided for the vote of the new Chairman. Cllr M Jones was nominated as Chairman which Cllr Cline seconded. RESOLVED: Cllrs voted Cllr M Jones as Chairman who then completed a Declaration of Acceptance of Office – Chairman’s version.</p>	
	<p><i>Celia Rudland left the meeting at this point and Cllr M Jones continued as Chairman.</i></p>	
2.	<p>TO ELECT A VICE-CHAIR OF THE COUNCIL Cllr Cline was nominated as Vice-Chair which Cllr Lee seconded. RESOLVED: Cllrs voted Cllr Cline as Vice-Chairman who then completed a Declaration of Acceptance of Office – Vice-Chairman’s version. ACTION: The Clerk to notify Tandridge District Council (TDC), the Surrey Association of Local Councils (SALC) and external auditor of the appointment of the new Chairman.</p>	SB
3.	<p>APOLOGIES FOR ABSENCE Cllr John Moffatt had provided his apologies prior to the meeting.</p>	
4.	<p>DECLARATIONS OF ACCEPTANCE OF OFFICE The Clerk confirmed that he had received a signed Declaration from everyone except John Moffatt (due to his absence). ACTION: Mr Moffatt to complete a Declaration of Acceptance of Office and pass this to the Clerk prior to the next Council meeting.</p>	JM
5.	<p>CODE OF MEMBERS’ CONDUCT The Clerk confirmed that he had received a completed Notification of Disclosable Pecuniary and Other Interests form from everyone except John Moffatt. ACTION: Mr Moffatt to provide a completed form within 28 days of the election (which took place on the 6th May). ACTION: The Clerk to compile a Register of Cllrs’ Interests, using the completed forms, and upload this to the Council’s website. No Cllr declared any Disclosable Pecuniary Interest and/or ‘Other Interests’ in respect of items on the agenda.</p>	JM SB
6.	<p>GENERAL POWER OF COMPETENCE (GPC) The Clerk summarised the details of the GPC. Cllrs acknowledged that the Council met the qualifying criteria. RESOLVED: To adopt the GPC.</p>	

7.	<p>MINUTES RESOLVED: That the Chair sign the minutes of the meeting of 21st April as a correct record. ACTION: The Clerk to display the minutes on the Council's notice boards and website.</p>	SB
8.	<p>CLERK'S REPORT The Clerk provided information to Cllrs on a number of issues and the following ACTIONS were agreed:</p> <ul style="list-style-type: none"> • On the assumption that the Chaldon, Caterham and Whyteleafe Neighbourhood Plan (NP) will be 'made' by TDC, the Clerk to ascertain when the increased percentage of Community Infrastructure Levy (CIL), allocated to the Village Council, will take effect. The Clerk to add an article about the NP to the Council's new website. The Clerk to obtain details of the role of the proposed NP Review and Monitoring Group and whether training will be available to Cllrs. The Clerk to invite a NP Steering Group representative to brief Cllrs prior to the next Village Council meeting. • Cllr M Jones to draft the Council's July CR3 article covering the subjects of the newly elected Council, Business Plan and new website address. • Each Cllr to provide a portrait photograph and short biography for the Clerk to upload to the Council's website. • The Clerk to circulate details of new Cllr training by SALC and Cllrs to confirm their availability – the Clerk to make bookings as appropriate. • The Clerk to circulate a copy of a presentation by TDC on the assessment of planning applications. Cllr Lee advised that any individual, including Cllrs, can subscribe to receive local planning application notifications via the TDC website. The Clerk advised that TDC were aiming to install new street litter bins across the centre of Whyteleafe by the end of May. 	SB MJ ALL SB SB ALL
9.	<p>INSURANCE RESOLVED: To expenditure of £382.78 in respect of the Council's annual insurance cover effective from 1st June 2021. ACTION: The Clerk to send the Council's payment to secure renewal.</p>	SB
10	<p>NEXT COUNCIL MEETING Cllrs noted that the next meeting will take place on Monday 14th June 2021 at 7:45pm at St Luke's Church, Whyteleafe Hill, Whyteleafe. The Clerk to invite John Moffatt to organise an informal Business Plan briefing for all Cllrs.</p>	SB JM
	<p>SUB-SECTION 2 - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960: None.</p>	