



**Council members are summonsed to the meeting
 of the Council to be held on Monday 13th November 2023 at 7:45pm
 at the Transept of St Luke’s Church, Whyteleafe Hill, CR3 0AA**

Prior to the commencement of the meeting at 7:30pm, a period not exceeding 15 minutes will be allowed to enable members of the public to bring matters of interest or concern to the attention of Councillors.

AGENDA

1.	APOLOGIES FOR ABSENCE
2.	CODE OF MEMBERS’ CONDUCT To receive disclosure of any changes to Councillors’ Notifications of Disclosable Pecuniary & Other Interests Forms and to receive disclosure by Councillors of any interests arising, under the Code of Conduct, in respect of items on the agenda.
3.	MINUTES To approve the minutes of the last Council meeting held on 11 th September 2023.
4.	Highways and Transport To discuss any highways and transport issues and to agree next steps.
5.	COUNCIL PRIORITIES To receive reports of progress since the last meeting and to agree next steps and, where appropriate, to approve related expenditure.
6.	FINANCE & BUDGET 2024/25 1. To review the Council’s financial reports to 31 October 2023 (unaudited). 2. To reconcile reports with the Council’s bank and investment statements. 3. The Clerk to outline the budget setting process for 2024/25 and Councillors to consider initial proposals for the next financial year. 4. To review Financial Regulations and, if appropriate, adopt.
7.	GRANTS Councillors to consider any grant applications received and, if appropriate, agree a donation(s).
8.	PLANNING 1. To receive reports of the Planning Committee meetings of 25 th September and 23 rd October 2023. 2. To agree participants of the next Planning Committee meetings scheduled for 27 th November and 18 th December 2023. 3. To receive a report of recent meetings of the Caterham, Chaldon and Whyteleafe Neighbourhood Plan Implementation Group and to agree any follow-up actions.
9.	AUDIT To review the external auditor’s report for the year ending 31 March 2023 and agree, if required, any related actions.



10.	OUTSIDE BODIES, PUBLIC EVENTS AND CONSULTATIONS 1. To update, where applicable, appointees to Outside Bodies and to receive meeting reports, where applicable, and details of future meetings. 2. To consider any future public events to agree preparations and, if applicable, related expenditure. 3. The Clerk to provide details of correspondence and consultations and, if applicable, Councillors to agree next steps.
11.	PUBLICITY AND COMMUNICATIONS To consider items for publication in local printed media and the Council's website.
12.	PAYMENTS AND EXPENDITURE Councillors to approve, if appropriate, the list of payments provided by the Clerk, including back-dated pay and proposed tree work at the Community Garden, and to consider any items of future expenditure.
13.	NEXT MEETING To note the date of the next Council meeting scheduled for 15 th January 2024 and to consider and, if applicable, agree the schedule of meetings for the remainder of 2024.
14.	SUB-SECTION 2 - PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960: Any items that need consideration and/or a decision whilst excluding the public.

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND -
PLEASE CONTACT THE CLERK BEFOREHAND FOR DETAILS