



Elstead Parish Council. c/o Woodview, Red House Lane, Elstead, Surrey. GU8 6DS  
E. [elsteadpc.clerk@gmail.com](mailto:elsteadpc.clerk@gmail.com)

Chairman: Mr Patrick Murphy. E. [elsteadpc.pat.murphy@gmail.com](mailto:elsteadpc.pat.murphy@gmail.com)

---

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

Date: **Monday 17th May 2021**

Time: **7.30 pm**

Place: **Elstead Youth Centre**

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.

**Juliet Williams - Parish Clerk**

---

The Agenda for the meeting is set out below:

1. Election of Chair
2. Completion of Acceptance of Office Forms
3. Completion of Register of Members Interest Forms
4. Election of Vice Chair
5. Roles and Responsibilities
6. Apologies for Absence
7. Declaration of Interests
8. Approval of Minutes of Previous Meeting held 21<sup>st</sup> April 2021
9. Approval of Minutes of Annul Parish Assembly held 28<sup>th</sup> April 2021
10. Matters arising from the minutes
11. Report following BLUG meeting held 26<sup>th</sup> April 2021
12. WBC Update
13. SCC update
14. NHP update
15. Our Elstead Update
16. Elstead Village Road Safety
  - a. Agree ToR
17. Recreation Grounds Treatments – approval of quote
18. Backland Field
  - a. Bike track
  - b. Rental Update
19. Draft Rec User Agreements
20. Village Green Clock
21. Annual Review of PC Documents
  - a. Standing Order

- b. Financial Regulations
  - c. TOR's
  - d. Website Policy
  - e. EER Policy
- 22. Issues around remote development sites
  - 23. Meeting with Surrey Highways
  - 24. Reports and Correspondence
  - 25. Finance
    - a. Update
    - b. Accounts for payment
    - c. Internal audit
  - 26. Exempt Business – to the exclusion of the public and press
  - 27. Matters raised by Members

Juliet Williams

**Clerk – Elstead Parish Council**