



CRANLEIGH PARISH COUNCIL

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29 March 2018

NOTICE OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend an Extraordinary Meeting of the Parish Council to be held at **7.00 pm on THURSDAY 05 April 2018** in the Parish Council Office, Village Way, Cranleigh.

Beverley Bell FSLCC
Parish Clerk

To all Members

AGENDA

1. APOLOGIES FOR ABSENCE.
Recommendation: To receive apologies and reasons for absence.
2. PUBLIC SESSION
Recommendation: To note any comments from parishioners.
3. DECLARATIONS OF INTEREST
Recommendation:
To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.
4. CHAIRMAN'S REPORT
Recommendation: To note the report.
5. CLERK'S REPORT
Recommendation: To note the report.
6. CENTENARY GARDEN
Recommendations:
 - **To reaffirm Councillors' support for the centenary garden construction.**
 - **To receive the updated design project plan and budget and to agree the updated design and budget.**
 - **To discuss the Clerk's project update presentation and its relevance to the updated plan Health & Safety.**

- **Communication**
- **Annual Governance Statement 2018.**
- **To ensure the Council is compliant with its own insurance policies.**
- **To agree quotation gathering and delegated authority.**
- **To agree invoice payment method.**
- **To agree selection and payment method for oak timbers.**
- **To agree selection and payment method for herbaceous perennial plants for the new design.**
- **To agree chain of responsibility.**
- **To confirm the start date for construction as being 9th April 2018.**
- **Team update for Centenary Garden Management Group. Membership: Cllr Liz Townsend (Chair); Cllr Angela Richardson; Cllr James Betts; Cllr Brian Freeston; Gwyn Bullen; Andy Bamford; Miki Marks; Gill Ford; Mike Ford; Joy Horn**

7. **DATE OF NEXT MEETING**
Thursday 19 April 2018.

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleighpc.org. Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.