

CAPEL PARISH COUNCIL

BEARE GREEN, CAPEL AND COLDHARBOUR

Mrs Janet Russell
Clerk to the Council

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Parish Office & Hall
55A The Street
Capel
Surrey RH5 5LD

12 October 2024

Dear Councillor

You are summoned to attend the **FULL PARISH COUNCIL MEETING** of **CAPEL PARISH COUNCIL** to be held on **Monday 20 October 2025 starting at 7:30pm being held at CAPEL PARISH HALL.**

Meeting Etiquette

- Silence or turn off your mobile phone.
- Behave with consideration and respect to all other members of the meeting
- If you wish to speak, please raise your hand. The Chair will invite you at an appropriate opportunity.
- Once you have been called to speak, please introduce yourself so your comments can be minuted.
- Do not interrupt an existing speaker.
- Do not hold side discussions or conversations whilst the meeting is in progress

Public Questions

Ten minutes will be available after Declarations of Interest for the public to express a view or ask a question on relevant matters on the agenda.

AGENDA

- 1 Apologies for Absence
- 2 To sign the minutes of the Full Council meeting held on 15 September 2025
- 3 To sign the minutes of the Planning Committee meeting held on 06 October 2025
- 4 Declarations of Interest
- 5 Public Questions
- 6 Clerk's Report
- 7 Planning Applications
 - MO/2025/02316 – Hurst, Vicarage Lane, Capel – **Approved**
 - Vehicle Operators License Application – Copse Farm, Moorhurst Lane, Beare Green.
- 8 Brook Cottage, Capel
- 9 Capel NDP
- 10 Local Government Reorganisation Plans for Surrey/Consultation
- 11 Capel Alms Houses Grant Application
- 12 Grounds Maintenance Contract 2026
- 13 12-Month Strategy
- 14 Succession Plan
- 15 To adopt Zero Tolerance Policy
- 16 **Reports from Members**
 - (a) Finance
 - (i) To agree, adopt and sign accounts to 20 October 2025
 - (b) Ward Matters
 - (i) Beare Green
 - (ii) Capel - Capel village entrance sign
 - (iii) Coldharbour
- 17 Correspondence
 - H&S Breach Capel recreation ground
- 18 Urgent matters at discretion of Chairman for note or inclusion on a future agenda.

Yours sincerely
Mrs J Russell,
Clerk to the Parish Council

DATES OF NEXT MEETINGS

Finance Committee: Monday 27 October 2025

Planning Committee: Monday 03 November 2025

Full Parish Council meeting: Monday 17 November 2025