

NOTICE OF MEETING

4th April 2025

To: All Members of the Council

You are hereby respectfully summoned to attend the **Full Council Meeting** to be held in **Chilworth C of E Infant School** on **Thursday 10th April 2025 at 7.00 pm** for the purpose of transacting the following business.

Signed: *Anne Tait*

Clerk to the Council

Members of the public and press have a right and are cordially invited to be present at the meeting. Members of the public can express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe, but not comment during the rest of the meeting without the consent of the Chairman.

AGENDA

- 1. To accept apologies and reason for absence to be approved** in accordance with the LGA 1972, Sch 1, para 40.
- 2. Declaration of Disclosable Pecuniary Interests (DPIs)** - by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)
- 3. Declaration of Non-Pecuniary Interests** in accordance with the Parish Council's Code of Conduct.
- 4. Register of Interests** – a declaration from Members on amendments.
- 5. Minutes of the previous meeting:**

The following Council minutes are to be agreed and signed by the Chairman as a true record:

 - 13th March 2025
- 6. Public participation session (see above).**
- 7. Reports:**

To receive Reports, Communications and Updates from:

 - **Parish Clerk** – to follow
 - **Chairman's Report** – to follow
 - **Parish Councillors**
 - a) The report has previously been circulated (27/03/25) from Cllrs Toynbee and Young who attended the Shalford Community Council Meeting on 27/03/25
 - b) North Downs Line Steering Group meeting from Cllrs Mrs Allen and Young
 - **Surrey County and Guildford Borough Councillor's Reports**
 - **Shalford Community Councillors Report**
 - **St Martha Parish Council's Tree Warden**

8. Chilworth Village

- a) **To discuss** the arrangements for the Annual Assembly of St Martha Parish – to be held in Chilworth Village Hall on 29th May 2025.

9. Planning

- a) **To discuss and agree the recommendation to Guildford Borough Council on the following applications:**

- i. **Planning Application:**
25/T/00062 - Gresham, Blacksmith Lane, Chilworth, GU4 8NQ
Proposal: T1. Cupressus Macrocarpa - fell because of excessive shading to neighbours garden (Chilworth Gunpowder Mills Conservation Area).
- ii. **25/P/00414 - The Beeches, Blacksmith Lane, Chilworth, GU4 8NQ**
Proposal: Single storey front extension with covered porch.
- iii. **25/P/00450 - Lockner Farm, Dorking Road, Chilworth GU4 8RH**
Proposal: Application under Section 73 to for variation of Condition 2 (approved drawings) to make changes that include: Raise the ridge of the central section by 150mm, change the dormer windows on the north east elevation, replace the utility room back doors with windows on Units 1 and 2, remove the ground floor window to the north west elevation of Unit 1, and add timber cladding to the first floor of Unit 2 of planning permission **23/P/00286** approved **28/07/2023** for 'Conversion of stable building and extensions to form two dwellings'.

- b) **To receive and note any outcomes or notices from GBC on applications previously reported:**

10. Highways, Footpaths and Rights of Way

- a) **To receive and discuss** the report from Cllr Mrs Tantram re the Shere Division Parish Meeting held on 20th March 2025.
- b) **An update** re the repairs and signage on Footpath 252
- c) **An update** on Sporting / Cycling events in the Parish
- d) **To discuss** the Surrey Hills Sign Post opposite the Percy Arms and **to agree** the wording on the three directional finger posts.

11. Correspondence

12. The Gunpowder Mills

13. Policies, Financial and Regulation Approvals

- a) **To receive and approve** the schedule of payments presented by the Clerk.
- b) **To receive, approve and sign** the bank reconciliation for period ended 31st March 2025
- c) **To receive and discuss** the quotes for both a new Unit and Box for the Defibrillator in the Percy Arms Car Park.
- d) **To receive and approve** the updates from NALC to St Martha Parish Council Standing Orders numbers 14 and 18.

e) **To receive and discuss** the maintenance contract at the Chilworth War Memorial.

f) **An update** on St Martha Parish Council Policies.

14. Items for the next meeting

To receive any suggestions from Members for items for inclusion on future agendas.

15. Next Meeting: The Annual Meeting of the Parish Council - Thursday 29 May 2025 at 7:15 p.m. in Chilworth Village Hall

AGENDA PART II

Pursuant to the Admission to Meetings Act 1960 Section 1(2)a in view of the confidential nature of the following business, members of the public and press are to be excluded from the meeting.

16. The Clerk's Contract

a) **To receive and consider** the hours logged on the Clerk's 2025 timesheets for a three-month period from January to March 2025.

A log showing the individual and cumulative hours for 2025 will be issued to all Members prior to the meeting.