

NOTICE OF MEETING

19th June 2025

To: All Members of the Council

You are hereby respectfully summoned to attend the **Full Council Meeting** to be held in **St Thomas' Church, 122 New Road, Chilworth** on **Thursday 26th June 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:

 - Full Council Meeting on 29th May 2025
 - Extra Ordinary Meeting on 11th June 2015
- 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**
 - **Surrey County and Guildford Borough Councillors' Reports**
 - **Shalford Community Councillor's Report**
 - **St Martha Parish Council's Tree Warden**

8. Chilworth Village

To receive and note Rural Speed Limit Project - Area 3 - Proposed speed limit reductions – see email with details from Steve Telling forwarded on 10/06/25.

9. Planning

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

I. **Planning Application: 25/P/00867- [Longfrey Cottage, Longfrey Farm, Dorking Road, Chilworth GU4 8RH](#)**

Proposal: Conversion of attached double garage to habitable accommodation, minor raising of the existing garage and utility flat roof in order to provide insulation and new flat roof covering to replace bitumen felt roof.

II. **Planning Application: 25/P/00783 - [Gardeners Cottage, White Lane GU4 8PS](#)**

Proposal: Construction of a new detached two storey 4-bedroom dwelling following demolition of existing dwelling (self-build).

III. **Planning Application: 25/P/00676 - [Chilworth Manor, Halfpenny Lane, Chilworth GU4 8NN](#)**

Proposal: Installation of a free-standing solar array comprising of 220 panels, inverter and three battery storage cabinet.

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

Planning Application 24/P/01782 [134 Dorking Road, Chilworth, Guildford, GU4 8N](#)

Proposal: Two storey side/rear extension

GBC APPROVED on 13/06/25

10. Highways, Footpaths and Rights of Way

- a) **An update** on Sporting / Cycling events in the Parish
- b) **An update** on traffic calming plans for the A248 near Roseacre Gardens

11. Correspondence

- I. The telephone box at Chilworth Station
- II. Central Government's [Proposals for local government reorganisation in Surrey - GOV.UK](#) the consultation is now open (closes 5th August 2025).

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 30th May 2025
- c) **To receive and approve** the **Annual Governance & Accountability Return (AGAR)** for the year ended 31 March 2025:
 - i. **Section 1 Annual Governance Statement** for 2024/2025. The Chairman to sign.
 - ii. **Section 2 Accounting Statement** for 2024/2025. The Chairman to sign.
 - iii. **The Certificate of Exemption** for a smaller authority where the gross income or gross annual expenditure does not exceed £25,000. The Chairman to sign.

d) Assets Register

- I. **To receive** and update the current list of assets and approve an updated value for re-instatement of the Chilworth War Memorial (from Stone Edge Conservation). To approve the increase in cover from Zurich.
 - II. **To discuss and confirm** the list of current assets as at 26th June 2025.
 - III. **To receive and discuss** the risk management and strategy of assets by Councillors.
- e) To review and discuss** the earmarked and general reserves for year ended 2024/2025.
- f) To review** the timetable to update the St Martha Parish Council Policies.
- g) Clerk's Appraisal** to continue the discussion and agree the next steps.

14. Items for the next meeting

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

15. Next Meeting: Full Parish Council - Thursday 24th July 2025 at 7 p.m - Chilworth C of E Infant School

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 repair / renovation to the Lockner Farm Bus Shelter

To receive and consider the quotes to repair/renovate the bus shelter opposite Lockner Farm.