

NOTICE OF MEETING

19th July 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 24th July 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 PART I

- 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 held on 26th June 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**
 - **Surrey County and Guildford Borough Councillors' Reports**
 - **Shalford Community Councillor's Report**
- 8. Chilworth Village**

Dates of Parish Council Meetings:

 - a) **To discuss** changing the December date of the Parish Council meeting – currently booked for 11/12/25.

- b) **To CONFIRM** the date of the October 2025 meeting is now the 9th October at Chilworth C of E Infant School.
- c) **To discuss** the dates and venue of the SMPC meetings up to and including May 2026. Reference the message from Chilworth School in the Clerk's report.
- d) **To discuss** a proposal for a tear out page in the next magazine to support the gathering of feedback from residents regarding the A248. See ref the cost from Minuteman in Clerk's notes.
- e) **To discuss** the Rural Speed Limit Project - Area 3 - Proposed speed limit reduction – ref email on 02/07/25.

9. Planning

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

1. **Planning Application: 25/P/00946 - Tamaroa, Blacksmith Lane, Chilworth GU4 8NF**
Proposal: Proposed front infill extension to create external store.
2. **Planning Application: 25/P/00764 – West Lodge, Blacksmith Lane, Chilworth GU4 8NQ**
Proposal: Single storey rear extension, separate to host dwelling and linked by a glazed covered walkway, together with renewal of existing fenestration.

NB Planning Application: 25/P/00765 is for listed building consent on the above property.

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

c) To receive the Planning Application forwarded by Sally Blake, Save Surrey Countryside:

25/P/00967 - Proposed mixed-use forestry and sustainable eco-retreat comprising of 32 tourist cabin accommodations with associated facilities, landscaping, parking and access. Netherlands Wood, Albury Estate, GU5 9TE

10. Highways, Footpaths and Rights of Way

11. Correspondence

- I. The telephone box at Chilworth Station
- II. **To consider/agree** St Martha Parish Council's response to: **Local Government Reorganisation in Surrey – Public consultation (deadline 5 August 2025)**
<https://www.gov.uk/government/consultations/local-government-reorganisation-in-surrey/proposals-for-local-government-reorganisation-in-surrey>
- III. National Heritage Week of events August 14th

- IV. 'NEED FOR PROPER EMERGENCY PROCESS AT ST MARTHAS' RE the letter from Graham Wrigley to John Baker (SCC **Countryside Access Officer** -West Surrey) and Michael Baxter (Albury Estates), and Neil Strudwick (Thames Water)

12. The Gunpowder Mills

13. Policies, Financial and Regulation Approvals

- a) **To discuss and agree** a donation to the PCC for printing the Chilworth Village News.
- b) **To receive and approve** the schedule of payments presented by the Clerk.
- c) **To receive, approve and sign** the bank reconciliation for period ended 30th June 2025 - issued to all Members prior to the meeting.
- d) **To receive, note the comments and approve** the Internal Audit Report for year ended 2024/25 - issued to all Members prior to the meeting.
- e) **To discuss and confirm** the updated list of risk management of assets by named Councillors - issued to all Members prior to the meeting.
- f) **To review and discuss** the earmarked and general reserves for year ended 2024/2025.
- g) **To review** the timetable to update the St Martha Parish Council Policies.
- h) **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 11th September 2025 at 7 p.m. - Chilworth C of E Infant School

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

To receive and consider the hours logged on the Clerk's 2025 timesheets for a three-month (inclusive) period from April to June 2025. A log showing the individual months and cumulative hours for 2025 will be issued to all Member prior to the meeting.