

## **St Martha Parish Council - NOTICE OF MEETING**

10<sup>th</sup> January 2026

**To: All Members of St Martha Parish Council**

You are hereby respectfully summoned to attend the **Full Council Meeting** to be held in **Chilworth C of E Infant Schol** on **Thursday 15<sup>th</sup> January 2026 at 7.00 pm** for the purpose of transacting the following business.

Signed: *Anne Tait*

Clerk to the Council

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**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. Public participation session** ([see above](#))
- 3. 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)
- 4. Declaration of Non-Pecuniary Interests** in accordance with the Parish Council's Code of Conduct.
- 5. Register of Interests** – a declaration from Members on amendments.
- 6. Surrey County Councillor's Report**
- 7. Guildford Borough Councillors' Report**
- 8. Shalford Community Councillor's Report**
- 9. Tree Warden's Report**
- 10. Chairman's Report**
- 11. Parish Councillors' Report**
- 12. Clerk's Report**
- 13. Minutes of the previous meetings:**

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

- Full Council Meeting on 16<sup>th</sup> December 2025

#### 14. Chilworth Village and Correspondence

- Heritage Open Days - New Year Planning
- Guildford Borough Council Local Plan Engagement Workshops 2026 - 29/01/26
- Community Governance Review - Urban Area of Guildford two consultation opens on Tuesday 06/01/26
- Emergency Plan for St Martha Parish

#### 15. Planning Applications - for consideration:

**Planning Application: 25/P/01578 - Lockner Farm, Dorking Road, Chilworth GU4 8RH**

**Proposal:** Erection of a new single storey dwelling and detached garage following demolition of existing stable building (with extant consent to convert to a dwelling), removal of sand school and equestrian paraphernalia.

**Planning Application: 25/P/01624 Chilworth Manor, Halfpenny Lane, Chilworth GU4 8NN**

**Proposal:** Installation of a free-standing solar array comprising of 167 panels, inverter and three battery storage cabinets.

**Planning Application: 25/P/01620 51 Dorking Road, Chilworth GU4 8NW**

**Proposal:** Outline application to consider access, appearance, layout and scale for a new self build dwelling (landscaping reserved), following demolition of attached side annexe to number 51.

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

##### a) **Planning Application 24/P/01286 – Bracken, Blackheath, Guildford, GU4 8RD**

**Proposal:** Proposed erection of a single storey ancillary outbuilding to replace the existing store outbuilding.  
**GBC APPROVED - 07/01/26**

##### b) **Planning Application 24/P/01471 36 Dorking Road, Chilworth GU4 8NR**

**Proposal:** Single storey rear extension following demolition of garage and rear shed structure  
**GBC APPROVED - 08/12/25**

#### 16. Highways, Footpaths and Rights of Way

#### 17. The Gunpowder Mills

- a) To receive and approve a further request to GBC for an additional dog waste bin in the Gunpowder Mills.

#### 18. 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 31<sup>st</sup> December 2025 - issued to all Members prior to the meeting
- c) To receive and review the current balance of each budget heads for (year ending 31/03/26) and to discuss and approve the DRAFT budget heads – as proposed by the Clerk.
- d) To receive and review a list of reserves for year ending 31/03/2027
- e) To discuss and agree the Precept request from GBC for 2026/2027

- f) **To review** the timetable to update St Martha Parish Council Standing Orders from the NALC template (to better reflect Code of Conduct requirements).
- g) **To review** the timetable to update St Martha Parish Council Financial Regulations and to identify other outstanding Policies that require revising.

**19. Items for the next meeting**

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

**20. Next Meeting: 12<sup>th</sup> February 2026 at 7 p.m.** in Chilworth C of E Infant School.