

NOTICE OF PARISH COUNCIL MEETING

29th April 2026

To: All Members of the Council

You are hereby respectfully summoned to attend an **Extra-Ordinary Parish Council Meeting** to be held in **Chilworth C of E Infant Schol** on **Tuesday 5th May 2026 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. 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. Correspondence**
To receive from the Chair a Councillor's resignation.
- 7. Dates of Meetings in 2026**
To receive and agree the proposed dates of full Parish Council meetings from May to December 2026.
- 8. Policies, Financial and Regulation Approvals**
 - a) **To receive, discuss and approve** the renewal schedule for St Martha Parish Council Zurich Insurance Policy due on 1st June 2026, issued to all Members prior to the meeting.
 - b) **To receive and approve** a schedule of payments for the period ended 5th May 2026 presented by the Clerk and issued to all Members prior to the meeting.
- 9. Planning Applications for consideration**
 - **26/P/00264 - Old Manor Farm, Old Manor Lane, Chilworth, GU4 8NE**

Proposal: Erection of 4no. 4-bed dwellings and associated landscaping with access from Old Manor Lane

- **26/P/00511 - 2 Orchard Cottages, Sample Oak Lane, Chilworth GU4 8QW**

Proposal: Single storey side and rear extension with changes to fenestration.

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

24/P/00749 Flat 3, Oak House, Sample Oak Lane, Chilworth GU4 8QW

Proposed conversion of existing flat (flat 3) to provide two self-contained flats with addition of one dormer window and rooflights

GBC approved 22/04/26

26/P/00236 6 Pine View Close, Chilworth GU4 8RS

Erection of a single storey rear extension

GBC approved 20/04/26

10. Items for the next meeting

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

11. Next Meeting: Thursday 28th May 2026 -The Annual Meeting of St Martha Parish Council

In Chilworth Village Hall at 7 p.m.

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.

12. Clerks Contract

To receive and approve a variation in the Clerk's Contract increased to 45 hours per calendar month as from 1st April 2026.

13. Certificate in Local Council Administration – (CiLCA) Training

- a) To note** any clarification received by the Chair from Celia Price, the SLCC lead trainer for CiLCA, concerning Parish Councillor CiLCA training.

- b) To receive and discuss further** whether approval be granted for Councillor Tantram to access the relevant St Martha Parish Council documents so that she may complete the CiLCA training in accordance with the attached Parish Council's conditions of training. **Appendix 1.**