St Martha Parish Council - NOTICE OF MEETING

23rd October 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 School** on **Thursday 29th October 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 Chair.

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. **Co-option of a new Parish Councillor**

   Meryl Davies Guildford Borough Council (GBC) Senior Electoral Services Officer. confirmed on 5th June 2026 that GBC have not received a call for an election to fill the two Councillor vacancies following the resignations of Maureen Osman and John Peake. The Council may now co-opt new members.

   To receive and vote on the written application(s) for the office of Parish Councillor and to co-opt candidates to fill the existing vacancies.
7. **Surrey County Councillor's Report –** including a requested discussion with PC Members regarding SCC Highways closure of roads whilst repairs are being undertaken.
8. **Guildford Borough Councillors' Report**
9. **Chair's Report**
10. **Shalford Community Councillor's Report**
11. **Tree Warden's Report**

12. Parish Councillors' Report(s)

a) **To receive and note** Cllr Tantram's update email dated 22/10/26 from the on-line training session from 21/10/26: 'Making Plans, Taking Decisions – The National Planning Policy Framework 2026 and beyond'.

b) **To receive, discuss and approve** Cllr Tantram reconsideration on the questions sent to Surrey County Council (SCC) regarding the Old Manor Lane planning application to ensure they align with the new NPPF, so that they can easily be adapted to comments for the planning officer (including agreeing whether or not we need to have an extraordinary meeting to approve the comments before submitting them).

c) **To receive, discuss and approve** the request for an email is sent to GBC planning team to help us understand the implications that only having a Green Belt inset boundary, rather than a settlement boundary, will have for how planning applications are determined.

d) **To receive, discuss and approve** Cllr Tantram to create a simple table that lists the NPPF National Decision-Making Policies, with a short overview to aid Cllrs in understanding material planning considerations

e) **To receive and discuss** if Cllrs consider whether the ability to apply for Local Green Space land designation would make the development of a Local Neighbourhood Plan worth reconsideration as parish councils cannot apply for LGS without doing it as part of a LNP. **(NB)** this point could be carried onto the next meeting if preferred.

13. Clerk's Report

14. Minutes of the previous meeting:

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

- Full Council Meeting 24th September 2026

15. Chilworth Infant and Tillingbourne Junior School - Proposed Road Safety Improvement Scheme

To receive, discuss and approve a response from the Parish Council to Surrey Highways regarding the above scheme. The online survey is open until 13th November 2026.

16. Chilworth Village, Chilworth Station and Correspondence

a) **To receive and discuss** Chilworth Station and railway matters
b) **To receive and discuss** on St Martha Parish Council's Emergency Plan and Site Map.
c) **To receive and discuss** the request for an additional dog waste bin in the Gunpowder Mills. To **approve** the Clerk contacting the GBC Officers again requesting an additional bin.
d) **To receive and discuss** the **Rural Roar Campaign** founded by the Vice-Chair of Effingham Parish Council, Paula Moss in a personal capacity. This is an apolitical movement to "declare a devolution revolution for parish councils" and is specifically battling the deeply flawed grey belt test for villages.

To approve the proposed **RESOLUTION** – "Suspension of Greybelt Assessment for sites on Land Around Villages Pending an Evidence-Based Local Plan. Reference – Cllr Allen's email dated 20/10/26.

17. Planning Applications:

(a) For Members' consideration:

Application Number: **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 (Amended Plan). **NB** It was noted that recommendations from this Parish Council would need to be sent to the GBC portal before midnight on 29/10/26.

(b) To receive and note any outcomes or notices from GBC on applications previously reported: 1) Application Number: 26/P/01157- 14 Halfpenny Close, Chilworth, Guildford, GU4 8N Proposal: Erection of single storey rear extension/patio and alterations to existing windows. **GBC Approved 08/10/26**

18. Highways, Footpaths and Rights of Way

- **To receive clarification** from John Baker re the signs recently displayed outside Chilworth Manor.

19. The Gunpowder Mills

a) **To receive and discuss** from Cllr Toynbee any update on the water flow issue in the Gunpowder Mills Estate.

20. Policies, Financial and Regulation Approvals

a) **To receive and approve** the schedule of payments for the period ended 29th October 2026 presented by the Clerk and issued to all Members prior to the meeting.

b) **To receive, approve and sign** the bank reconciliation for period ended 30th September 2026 - issued to all Members prior to the meeting.

c) **To receive, discuss and approve:**

- **Budget heads** as of 29th October 2026 presented by the Clerk and issued to all Members prior to the meeting.

- **Budgetary Management: Proposed**: Virement of £54.00 to 'Training'.
  In public finance, corporate accounting, and government policy, virement refers to reallocating an already-approved budget from one purpose or vote head to cover expenses in another.
  NB This does not increase or decrease the total budget amount as agreed at Minute 2026-12 (c-d-e).

d) **To receive, discuss and approve** a quote to repair the damaged fence at the War Memorial. Three **CONFIDENTIAL** quotes were issued to all Members prior to the meeting.

e) **To receive, discuss and approve** a Voting Representative for St Martha Parsh Council. This may be a councillor or clerk. The appointment must be approved by the council at a meeting and recorded in the minutes.

f) **To discuss and approve** the next steps for updating/creating St Martha Council Policies from the schedule prepared by Cllr J Tantram.

21. Items for the next meeting

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

22. Next Meeting: Thursday 26th November 2026

AGENDA PART II

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

23. Cllrs Brown and Toynbee - on behalf of the Personnel Committee to receive and sign the report from the Clerk's 2026 appraisal and for the Committee to note the additions on the Clerk's Job Description.