

# ST MARTHA PARISH COUNCIL

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## **Minutes of the Extra- Ordinary Meeting held on Tuesday 11<sup>th</sup> June 2025 at 12:30 p.m. in Chilworth Village Hall**

**2025–97 - Present:**

**Councillors:**

Cllr Mrs. P Allen (Chair), Cllr G. Brown and Cllr Mrs. Tantram

**In attendance:** Parish Clerk - Anne Tait

**2025-98 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.**

Parish Councillors: Cllr Mrs. Osman, Cllr J. Peake, Cllr Miss Toynbee, and Cllr R Young

**2025–99 - 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)**

No declarations were made.

**2025–100 - Declaration of Non-Pecuniary Interests**

No declarations were made.

**2025-101 - Register of Interests**

No amendments were made

**2025-102 - Planning**

**I. Planning Application: 25/P/00747 - [Ideal Croftgrove, Unit 10, Sample Oak Lane, Chilworth, GU4 8QW](#)**

**Proposal:** Proposed erection of detached storage building

**Statutory Consultee response to GBC:** The site is off a single-track country lane with passing places, a short distance from Chilworth station and the level crossing. The entrance to Ideal Croftgrove is opposite a farm entrance which involves frequent horse movements in and out. St Martha Parish Council cannot make a determination on this application other than to object at this current time due to the lack of the following information:

- There is no indication on the application as to whether the proposed building will still allow for vehicles to enter and exit frontwards
- It states that the existing parking will be retained but doesn't detail turning arrangements, or provide a plan of the parking arrangements
- There is no indication as to whether this application will impact the number of vehicular movements in and out of the site, or the types of vehicles entering and existing the site

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- There are no details of vehicular movements in the lane during construction, or restrictive hours for construction. The Parish Council has noted the comments made by Surrey Highways and would welcome an opportunity to revisit this application if the questions raised by both the Parish Council and Surrey Highways are met.

- II. **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.

St Martha Parish Council's response to be deferred to the meeting on 26/06/25

- III. **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).

St Martha Parish Council's response to be deferred to the meeting on 26/06/25.

### 2025-103 - Policies, Financial and Regulation Approvals

- (a) **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**

**RESOLVED:** It was proposed by Cllr Brown and seconded by Cllr Mrs Tantram to approve the AGAR **Section 1 Annual Governance Statement for 2024/2025**. The Chairman signed.

- ii. **Section 2 Accounting Statement for 2024/2025**

**RESOLVED:** It was proposed by Cllr Brown and seconded by Cllr Mrs Tantram to approve the AGAR **Section 1 Annual Governance Statement for 2024/2025**. The Chairman signed.

- iii. **Certificate of Exemption – AGAR 2024/25**

**RESOLVED:** It was proposed by Cllr Brown and seconded by Cllr Mrs Tantram to approve the Clerk submitting a for a smaller authority where the gross income or gross annual expenditure does not exceed £25,000. The Chairman signed.

- (b) **To review and discuss the earmarked and general reserves for 2024/2025**

A discussion took place regarding the level of reserves at the end of financial year 31/03/25. The Clerk explained that we are still awaiting information from specialist contractors. The outstanding issues to be added are re-instatement value of the War Memorial reflecting the level of insurance cover and quotations / availability of materials for the renovation of the bus shelter.

### 2025-104 - Items for the next meeting

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

- Level of Earmarked and General Reserves year ended 31/03/25
- Risk Management - To discuss and agree items on the Asset register that require regular inspection
- Council Policies – to discuss a date for re-view

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- The Personnel Committee to discuss a date for the Clerk's Appraisal
- Renovation of the Lockner Farm Bus Shelter List
- Phone Box at Chilworth Station
- Speed Limit consultation

**2025-105 - Date of the next meeting:** 26<sup>th</sup> June 2025 in St Thomas' Church Rooms