

St Martha Parish Council - NOTICE OF MEETING

7th March 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 12th March 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. Surrey County Councillor's Report**
- 7. Guildford Borough Councillors' Report**
- 8. Shalford Community Councillor's Report**
- 9. Tree Warden's Report**
- 10. Chair'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:

- To agree an amendment to the 15th January 2026 at 2026-12 (c-d-e)
- Full Council Meeting on 12th February 2026

14. Chilworth Village and Correspondence

- **Heritage Open Days**
To receive and discuss any updates on the Planning for 2026 and report on the latest correspondence.
- **The Lockner Farm Bus Shelter**
To receive and discuss the suggestion that the owners of the property behind the shelter to be asked to clear all future hedge arisings that accumulate at the back of the Shelter. This will help to retain the longevity of the newly restored waney cladding.
- **North Downs Line Steering Group** – an update on the AGM held on Thursday 12th March 2026.

15. Planning Applications - for consideration:

a) 26/P/00167 Little Poynetts, Blackheath, Guildford, GU4 8RD

Proposal: Erection of an open porch to side elevation, part single/two storey rear extension, addition of skylights to side elevations of existing roof and alterations to fenestration, following demolition of outbuildings.

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

16. Highways, Footpaths and Rights of Way

17. The Gunpowder Mills

- a) **To receive and discuss** an update on the request to GBC for an additional dog waste bin in the Gunpowder Mills.
- b) **To receive and discuss** an update on the water flow from the Environmental Agency.

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 28th February 2026 - issued to all Members prior to the meeting
- c) **To receive and approve** the updated Council's Financial Regulations
- d) **To receive, discuss and approve** transferring funds from the Nat West Reserve Account into the Unity Bank Account.
- e) **To receive, discuss and approve** an additional signatory on the Nat West Reserve Account.
- f) **To review and discuss** the timetable to update St Martha Parish Council Standing Orders from the NALC template (to better reflect Code of Conduct requirements) and other Policies that may require reviewing.
- g) **To discuss and agree** producing an Action Plan – '**Planning for Transition**' – starting with a working group meeting to consider next steps.

19. Items for the next meeting

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

20. Next Meeting: 9th April 2026 at 7 p.m. in Chilworth C of E Infant School.