St Martha Parish Council - NOTICE OF MEETING

21 November 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 26th November 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. **Chair's Report**
   a) **To receive and discuss** Cllr Allen's notes from the SALC Conference.

9. **Shalford Community Councillor's Report**

10. **Tree Warden's Report**

11. **Parish Councillors' Report(s)**
    b) **To receive and discuss the** DRAFT NPPF decision-making policy document sent by Cllr Tantram.

12. **Clerk's Report**

13. **Minutes of the previous meetings:**

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

- Full Council Meeting 24th September 2026

- Full Council Meeting held on 29th October 2026 – additional wording added to the RESOLUTION at 2026-140 (e)

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

To receive, discuss and approve any update from the Parish Council's comments sent to Cheryl Mason – Surrey Highways Road Safety Outside Schools Engineer on 13/11/26.

15. Chilworth Village, Chilworth Station and Correspondence

a) To discuss and approve the arrangements for The Annual Assembly – i.e. date, venue, possible programme content, timing and advertising.
c) To discuss preparations for the Parish Council Elections in May 2027.

16. Planning Applications: there are no planning applications for Members to consider.

17. Highways, Footpaths and Rights of Way

18. The Gunpowder Mills

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

19. Policies, Financial and Regulation Approvals

a) **To receive and approve** the schedule of payments for the period ended 26th November 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 October 2026 - issued to all Members prior to the meeting.

c) **To receive, discuss and approve:** the Individual Budget heads as of 26th November 2026 presented by the Clerk and issued to all Members prior to the meeting.

- **To receive and discuss** a revised Budget Review for Members to begin considering the Draft Annual Budget for 2027/28.

- **To receive and discuss** the internal auditor's comments re setting the budget.

- **To receive and discuss** the Reserves for 2027/28 and setting aside a sum to cover three months Clerk's salary.

d) **To discuss, approve and agree** how to proceed with a Risk Assessment, a new Sexual Harassment Policy, updating other policies/documents and PC training.

20. Items for the next meeting

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

21. Next Meeting: Thursday 17th December 2026