

St Martha Parish Council - NOTICE OF MEETING

24th July 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 30th July 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** – including a discussion with PC Members regarding SCC Highways closure of roads whilst repairs are undertaken.
- 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 Chair as a true record:

- Extra-Ordinary meeting – 18th June 2026
- Full Council Meeting 1st July 2026

- 14. Chilworth Village, Chilworth Station and Correspondence**

- **To receive and discuss** the request from the owners of The Old Manor House for Old Manor Green to be cleared and re-turfed.
- **To consider and discuss** the serious incident on 6th July 2026 at 5:45 p.m. near the entrance to Roseacre Gardens on the A248 and discuss what further action the Prish Council need to take about the request to meet with Surrey Highways.
- **To receive and discuss** the trees around the War Memorial and the damaged fence.
- **To receive and discuss** Chilworth Station and railways matters
- **To receive and discuss** the St Martha Emergency Plan
- **To receive and discuss** the Blackheath Wildfire Plan

15. Planning Applications:

a) For consideration:

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

- **26/P/00640 6 Pine View Close, Chilworth GU4 8RS**

Proposal: Erection of first floor extension above existing detached garage to provide ancillary residential accommodation

GBC - REFUSED - 06/07/26

- **25/P/00967 Netherlands Wood, Staple Lane, Albury Estate, Guildford, GU5 9TE**

Proposal: Proposed mixed-use forestry and sustainable eco-retreat comprising of 32 tourist cabin accommodations with associated facilities, landscaping, parking and access.

GBC REFUSED - 09/07/26

16. Highways, Footpaths and Rights of Way

17. The Gunpowder Mills

- To receive and discuss** from Cllr Toynbee an update on the water flow from the recent meeting at Postford House.
- To receive and discuss** the arrangements (so far) with regard to the Gunpowder Mills Open Day on 5 September 2026.

18. Policies, Financial and Regulation Approvals

- To receive and approve** the schedule of payments for the period ended 30th July 2026 presented by the Clerk and issued to all Members prior to the meeting.
- To receive, approve and sign** the bank reconciliation for period ended 30th June 2026 - issued to all Members prior to the meeting.
- To receive and approve** the St Martha Parish Council Information Technology Policy, issued to all Members prior to the meeting.
- To receive and discuss** the Code of Conduct consistent with the Localism Act 2011; and complaints regarding parish councillors are considered under the standards arrangements of the principal authority by the Monitoring Officer. See Minute number: 2026-84 (h) page 840.
The link will be issued to all Members prior to the meeting.

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

19. Items for the next meeting

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

20. Next Meeting: 24th September 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.

- 21.** To discuss and fix the date of the 2026 Clerk's Appraisal and to receive comments from the current Clerk's Job Description.