

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

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AGENDA

Councillors are summoned to the **Annual meeting** of Godstone Parish Council to be held on **Wednesday 14th May 2025 at 7.30pm at St Stephens, South Godstone**

1. Election of the Chairman of the Council and Vice-Chairman

1.1 Nominations for Chairperson to be proposed and seconded by councillors.

1.2 Nominations for Vice-Chairperson to be proposed and seconded by councillors.

2. Questions from Members of the Public

3. Apologies and reasons for absence

4. Declarations of Interest

5. County and District Councillors – Brief report on matters affecting the Parish

6. Minutes of the previous meeting held on Monday 7th April 2025

7. Godstone & Godstone Green

8. Committees

8.1 Review of delegation arrangements to committees and sub-committees

8.1.1 Committees – Finance; Planning; Neighbourhood Plan and Greenspaces Committee

8.1.2 Sub Committees - Greenspaces Sub Committee

8.1.3 Non-Standing Committees - Staff Appeals, Staff Grievance and Disciplinary

8.2 Review of the Terms of Reference for committees - Finance; Planning; Neighbourhood Plan and Greenspaces Committee

8.3 Appointment of members to existing committees and appointment of each committee Chairperson - Finance; Planning; Neighbourhood Plan and Greenspaces Committee

8.4 Appointment of any new committees in accordance with standing order 4

9. Reports

9.1 Clerks Report - Matters to bring to the Councils attention.

9.1.1 Financial Regulations & Standing Orders Updates

9.1.2 Policies

9.1.3 Horse riding on the Green.

9.1.4 To note that a resident has applied to Natural England to improve the track at Clacks, Ray Lane, Blindly Heath, Surrey, RH7 6LJ. Permission previously given by the Parish Council.

9.1.5 Rural Housing – to consider and agree or otherwise whether the PC would like to have a housing needs survey.

10. Annual Matters to Review

10.1 Review and adoption of standing orders

10.2 Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses

10.3 Review of delegation arrangements to staff, not-for-profit bodies and other local authorities

10.4 Review of representation on or work with external bodies and arrangements for reporting back

10.5 Confirmation of arrangements for insurance cover in respect of all insurable risks

10.6 Review of the Council's and/or staff subscriptions to other bodies

11. Annual Review of Policies

- 11.1 Review of the Council's complaints procedure
- 11.2 Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
- 11.3 Review of the Council's policy for dealing with the press/media (incl. Social Media)
 - 11.3.1 Social Media
 - 11.3.2 Press and Media policy
- 11.4 Review of the Council's employment policies and procedures

12. Finance Matters

- 12.1 Annual Review and adoption of Financial Regulations
- 12.2 Annual Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.
- 12.3 Review of inventory of land and other assets including buildings and office equipment
- 12.4 Grants and CIL
 - 12.4.1 Grants
 - 12.4.2 CIL
- 12.5 Accounts for payment - to approve APRIL accounts for payment
- 12.6 Accounting Statements - Summary Financial Report and end of year review
 - 12.6.1 Summary Financial Report to MARCH receive and end of year review
- 12.7 Moving funds between accounts to maximise interest.

13. Meetings 2024 – 2025 - Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

14. Appointments of areas of inspection responsibilities

- 14.1 Chairman's Report – (for noting) information only.
- 14.2 Reports (for noting) from representatives on outside bodies etc.
- 14.3 BHLG

17. Greens, Commons and Land, to include:

- 17.1 Godstone, including Hilly Fields
 - 17.1.1 To consider and agree or otherwise to a resident's request to hold a child's birthday party on the green wants permission for a Gazebo, Table and charcoal BBQ.
 - 17.1.2 To consider and agree or otherwise to a request from Adam Lovatt from Warlingham to use the
 - 17.1.3 the Green for his fitness business to hold fitness classes on the Godstone Green.
 - 17.1.4 To consider and agree what action to take regarding a resident's report of Himalayan Balsam is growing on PC land at Tilburstow Hill near Godstone Farm.
 - 17.1.5 Southview
 - 17.1.6 Wagon Pond
- 17.2 Salisbury Road Allotments
 - 17.2.1 Chair of GAA concerned about the building of a fence on the boundary with bungalows and a reduction in the size of plot 2, 3 and 4. Consider and agree what action needs to be taken.
- 17.3 Tilburstow Hill/The Enterdent
- 17.4 South Godstone
- 17.5 Blindley Heath

18 Burial Grounds and Memorials

- 18.1 Exclusive Rights of Burial Applications; Memorial Applications; and Bench Memorial Applications

19 Correspondence

20 A.O.B

21 Matters for reporting or inclusion on future Agendas

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.

22 Dates of forthcoming meetings

- Planning Committee Meeting - 21st May 2025, 7pm in the Bounty, Godstone Green
- Annual Village Meeting – 29th May 2025, 7pm venue TBC
- Full Parish Council Meeting – 2nd June 2025, 7:30pm at St. Stephens Church Hall, South Godstone

Janette Coulthard
Clerk & RFO

JLCoulthard

Issued 9th May 2025