

Godstone Parish Council

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

Clerk to the Parish Council

Janette Coulthard

Asst. Clerk to the Parish Council

Gillian McPartlin

The Bounty
Godstone Green
Godstone, Surrey, RH9 8DY

Telephone/Fax: 01883 744209

AGENDA

MEMBERS OF THE PARISH COUNCIL ARE SUMMONED TO ATTEND THE FULL MEETING OF GODSTONE PARISH COUNCIL TO BE HELD ON **MONDAY 3rd NOVEMBER 2025 AT 7.30 PM** AT ST STEPHENS CHURCH, SOUTH GODSTONE.
THE PUBLIC AND PRESS HAVE A RIGHT AND ARE CORDIALLY INVITED TO BE PRESENT AND AN OPPORTUNITY WILL BE GIVEN TO ASK QUESTION

1. QUESTIONS FROM MEMBERS OF THE PUBLIC

1.1 A resident emailed to ask, does the council have any plans for the management of Blindley Heath Common? At the present time a few strips are cut through it that dog walkers use meaning the rest is left to nature. The resident stated that the Common is supposedly meant to be a heath but there is now a possibility it will turn into woodland. There are numerous poplar tree saplings now 6ft high which have sprung up over the last few years due to the whole common not being cut at least once a year.

2. APOLOGIES AND REASONS FOR ABSENCE (LGA 1972 s85)

3. DECLARATION OF INTEREST [Register of Interests](#)

4. COUNTY AND DISTRICT COUNCILLORS – Brief report on matters affecting the Parish.

5. MINUTES of the full Parish Council meeting held on the 6th October 2025 and the Planning Committee meeting held on the 15th October 2025 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

6. REPORTS

6.1 Clerks Report - Matters to bring to the Councils attention

6.1.1 Deed of Easement for Ashill Group – The PC Solicitor has advised that if the PC do not give Ashill Group the 'option' on the easement, the development is very unlikely to go ahead. Email from the PC Solicitor circulated prior to the meeting. Based on this information to consider and agree or otherwise whether the PC wish to give Ashill the 'option'.

6.1.2 TDC Parish Assembly - the next TDC Parish Assembly is on the 18th November 5:30pm at TDC Offices - To agree which Cllrs will attend the Parish Assembly.

6.1.3 Garden Plots – It has come to light that the rents for the Garden Plots have not been invoiced since 2022 – To consider and agree or otherwise whether the PC wishes to invoice residents for the years missed or invoice for this year and going forward only.

6.1.4 Garden Plots – to consider and agree the rent increase for the Garden Plots. Normally 5% per year. Does the PC want to increase by 5% for each year missed or just increase by 5% on last bill.

6.1.5 Bounty refurbishment – update

6.1.6 The Bounty – fire extinguisher checks booked for the 20th November, heating – heat source air pump broke and now fixed – to retrospectively approve the costs for fixing the system. £511.10 ex. VAT.

6.1.7 Rialtas – update

- 6.1.8 Car park checks – The assistant clerk has carried out car park checks in October. 11 cars noted as being parked longer than allowed. To consider and agree whether the PC wish to move to issue warning stickers.
- 6.1.9 Rialtas - the Clerk has now brought Rialtas up to date with bank reconciliations matching the bank statements. The Clerk wishes the PC to note that due to full Parish Council meetings falling on the 1st Monday of the month it is difficult to have the accounts input and reports issued in time for the meeting e.g. October 31st falls on a Friday with the meeting on the Monday giving the Clerk no time to update Rialtas in time to get the reports out until just before the meeting.
- 6.1.10 SCC are asking if PCs wish to consider setting up warm hubs – To consider and agree or otherwise whether to try to set up a warm hub in the Parish – nearest hubs are Bletchingley, Caterham, Oxted and Lingfield.
- 6.2 **Chairperson's Report** – (for noting) information only.
- 6.3 **Reports (for noting) from representatives on outside bodies etc.**
- 6.4 **Reports from Committees**

7. GREENS, COMMONS AND LAND

- 7.1 **Godstone – Godstone Green; Greenview; Playground, Allotment and Hilly Fields**
 - 7.1.1 **Godstone Green**
 - 7.1.2 **Greenview**
 - 7.1.3 **Playground**
 - 7.1.4 **Allotments**
 - 7.1.4.1 Deed of Easement – update the Clerk
 - 7.1.5 **Hilly Fields**
- 7.2 **Tilburstow Hill and The Enterdent**
 - 7.2.1 Tree on bank by Brakey Hill House – update the Clerk
- 7.3 **South Godstone**
- 7.4 **Blindley Heath**
 - 7.4.1 Blindly Heath Liaison Group – meeting arranged for 20th November.
- 7.5 Burial Ground - Exclusive Rights of Burial Applications and Memorial Applications
 - 7.5.1 To note a 2nd inscription approved for grave 334
 - 7.5.2 To note the 3rd Burial has taken place in grave 328 as approved by the PC
 - 7.5.3 To note the transfer of EROB for grave 437 and interment in grave 437

8. FINANCE

- 8.1 Accounts for Payment - Approve NOVEMBER accounts for payment.
- 8.2 Finance Papers up to 31st OCTOBER 2025 - Bank Reconciliation and Accounts Reports – Income & Expenditure; Reserves, Balance Sheet and Summary of Funds).
- 8.3 To provide details of items needed to be considered for the budget for each area for 2026/27 budget
- 8.4 To agree a date, time and venue for the Finance Committee meeting to discuss Budget and YTD accounts.
- 8.5 To consider and agree whether to have an Extra Ordinary meeting to agree the Budget for 2026/27 or wait until the next full Parish Council meeting.

9. TDC ASSET TRANSFER

- 9.1 TDC are asking for details of the PC Solicitors for the Asset Transfer programme. The PC Solicitor has quoted £7,500 ex. VAT for dealing with all the Assets listed by TDC. If any of the land needs a first registration, the cost will increase. SALC's Solicitors are charging £1,500 per Asset Transferred would be c.£12,000 ex. VAT if all Asset's transferred. To consider and agree or otherwise whether to appoint the PC Solicitor for this work.
- 9.2 To consider and agree or otherwise whether to provide his details to TDC's Asset Transfer Team.

10. GOVERNANCE

10.1 Deadline for switch over for Cllrs not using .gov.uk email addresses 30th November after which emails will only be sent to .gov.uk addresses.

11. POLICIES & PROCEDURES

12. SALC/NALC

13. CORRESPONDENCE

14. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDAS

15. AOB

- 15.1 To consider and agree or otherwise whether the PC would like to have a Xmas get together.
- 15.2 To consider and agree or otherwise whether the PC want office cover on Christmas Eve.

16. CURRENT PLANNING ISSUES (Applications with a comment deadline prior to the next Planning Committee Meeting).

- 16.1 **2025/1081** – Hughenden, 61 Hickmans Close, Godstone, Surrey, RH9 8EB – Single storey rear extension and replacement of roof to extend rear projection.
- 16.2 **2025/1084** – Fosterdown, Godstone, RH9 8BQ – Variation of Condition 2 (Drawings) and condition 3 (Construction Transport Management Plan) and condition 4 (Ecological Survey) and condition 5 (Habitat Management and Monitoring Plan) and condition 6 (Construction Environmental Management Plan) and condition 7 (External Lighting Plan) of planning permission ref: 2024/420. (Erection of a two-storey extension to existing highways depot; demolition of former Police Operations building adjoining the site and replacement with new surface level parking area and associated landscaping) To make sure new planning permission references correct amended plans.
- 16.3 **2025/1130** – Homefield, Tandridge Lane, Lingfield, Surrey, RH7 6LW – Erection of single storey and rear extension.
- 16.4 **2025/1166** – Avalon, Carlton Road, South Godstone, Godstone, Surrey, RH9 8LG – Demolition of existing conservatory. Erection of single storey extension, partial conversion of garage to habitable space to right hand side of property. New pitched roof to replace existing flat roof to left hand side. Replacement of existing UPVC cladding with new fibre cement weatherboard cladding.
- 16.5 **2025/1193** – Stansted Borough, Tilburstow Hill Road, Godstone, RH9 8LY – Discharge of Deed of Agreement under Section 106 of the Town & Country Planning Act 1990 dated 3rd of March 2003 (associated planning application ref: 2002/1376)
- 16.6 **Any other planning matters**
None

17. DATE OF NEXT MEETINGS

- Planning Committee Meeting – Wednesday 19th November 2025 6:30pm at the Bounty, Godstone Green
- Full Council Meeting – 1st December 2025 7:30pm at St Stephens Church, South Godstone

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.