Chelsham & Farleigh Parish Council

Parish Clerk: Samantha Head
***E-mail**: clerk@chelshamandfarleigh-pc.gov.uk*

Members of Chelsham & Farleigh Parish Council are summonsed to the meeting being held on Monday 5th January 2026 at Farleigh Hall, Farleigh Court Road at 7pm

Samantha Head - Clerk

Signed: SHead 30th December 2025

Members of the public and press are welcome to attend the meeting however it would be appreciated if the Clerk could be notified in advance.

A G E N D A

1. **Apologies for absence**

2. **Declaration of Disclosable Pecuniary Interest by Councillors of personal pecuniary interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the new Code of Conduct. Anyone with prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.**

3. **A period of fifteen minutes is available for the public to express a view or ask a question on relevant matters on the following agenda. The public are requested to keep their question(s) brief. In addition, it will be at the Chairman's discretion to invite comment from any member of the public at any point during the meeting, should the Chairman feel it helpful to the item under discussion.**

4. **To approve and sign the minutes of the council meeting held on 1st December 2025**

5. **Officer's report**

6. **Matters arising (for information only)**

7. **Reports:**

a) **County Councillor**
b) **District Councillors i) Cllr Jeremy Pursehouse, ii) Cllr Anna Patel, iii) Perry Chotai**
c) **Charity in Need meeting**

8. **Annual Parish Meeting – date to be agreed**

9. **Land North of Chelsham Road application - update**

10. Planning – to determine the Parish Council's position on Appendix A:

TA/2025/1294 Beech Farm Road, Warlingham CR6 9QJ
Change of use of land to a private gypsy and traveller caravan site for 4 pitches, including parking. Relocation of vehicular access to improve highway safety.

11. Finance

i. Receive monthly bank reconciliations – to be signed by two councillors

ii. Receive monthly budget v actual Year to Date spend report

iii. Payment of invoices

Samantha Head	**Salary - December**	**£532.00**
HMRC	**PAYE / NI**	**£417.50**
Lloyds Bank	**Fees – November**	**£4.25***
Anthony Norris	**Pond plants planting**	**£50.00****
Nick Dance	**Various work on PC land**	**£1260.00****
Vision ICT	**Host email accounts 2026-27**	**£48.00****

***already paid by DD**
****to be ratified**

12. Meetings and Correspondence

13. Matters for reporting or inclusion in a Future Agenda