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 2nd March 2026 at Farleigh Hall, Farleigh Court Road at 7pm

Samantha Head - Clerk

Signed: SHead 24th February 2026

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 2nd February 2026**

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) **Library report – 28th January meeting**

8. **Tandridge District Council Local Plan 2024-2044 – Consultation (comment to be ratified)**

9. **Grit bin request - Beddlestead Lane (to be ratified)**

10. Annual Parish Meeting 2026

11. Approval of PC IT Policy

12. Assertion 10 compliance – report and recommendations

13. Discussion on hiring of conveyancing solicitor for Land Registry searches and easements (PC land)

14. Land North of Chelsham Road application - update

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

i) No planning applications received this month.

ii) Members to discuss planning recommendation 4 by SCC relating to planning application 2025/615

16. Finance

i. Items for expenditure:

- **Tony Norris – to clear ditch from pond to road exit point and to remove rubbish / debris from pond: £90 (to be ratified)**
- **Tatsfield Aquatics Ltd - 5m galvanised heavy duty green metal swing gate, with 2nd latch post and padlock shroud, small piece of external fencing, post mix and labour: £1496.80 plus Vat (to be ratified)**

ii. Receive and accept Mid-Year Internal Audit report and recommendations

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

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

v. Review Ear Marked Reserves

vi. Payment of invoices

Samantha Head	**Salary - February**	**£tbc**
April Skies Accounting Ltd	**Mid-year audit fee**	**£160.00**
Samantha Head	**Expenses – Norton Anti-Virus**	**£ 69.99**
Samantha Head	**Expenses – Office 365 renewal**	**£ tbc**
Lloyds Bank	**Fees**	**£4.25***
Tony Norris	**Ditch clearing and pond debris**	**£90.00****

***already paid by DD**

****to be ratified**

17. Meetings and Correspondence

18. Matters for reporting or inclusion in a Future Agenda