

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 7th September 2026 at Farleigh Hall, Farleigh Court Road at 7pm

Samantha Head - Clerk

Signed: *SHead*

1st September 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 24th August 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) Shadow East Surrey Councillor(s)**
 - d) Biggin Hill Airport report**
 - e) Warlingham Library report**
- 8. Tree Survey – actions and recommendations**

9. Tree work on Chelsham Common by Land Rear of 1 Heathfield Cottages
10. Chelsham Common – bunding
11. Land Registry / Easements update and draft letter for Chelsham Common Road residents
12. Planning – to determine the Parish Council’s position on Appendix A:

TA/2026/992 Nore Hill House, Barnard Road, Warlingham CR6 9QE
Variation of Condition 2 (Plans) of planning permission ref: 2025/1004 dated 19/01/2026 (Erection of extensions at ground and first floor level together with associated elevational alterations (amended plans)) to allow replacement of approved drawings with newly uploaded drawings.

13. Finance

- i. DM Payroll Services – new payroll contract
- ii. April Skies Accounting – Mike Platten – confirmation as internal auditor for 2026-27 and independent from the Parish Council
- iii. SAAA – Digital AGAR Portal
- iv. Receive monthly bank reconciliations – to be signed by two councillors
- v. Receive monthly budget v. actual Year to Date spend report
- vi. Payment of invoices:

Samantha Head	Salary – August	£ 440.80
Lloyds Bank	Fees	£ 4.25*

*already paid by DD

14. Meetings and Correspondence

15. Matters for reporting or inclusion in a Future Agenda