Chelsham and Farleigh Parish Council 2026/040

Minutes of a meeting of Chelsham and Farleigh Parish Council held on 2nd March 2026 in Farleigh Hall, Farleigh Court Road at 7.00pm

Present: Cllr Jan Moore (in the Chair) Cllr Jeremy Pursehouse Cllr Chris Deefholts Cllr Neil Chambers Cllr Steer Cllr Alex Andrews

In attendance: Samantha Head (Clerk) Cllr Perry Chotai (TDC) (arrived at 7.04pm) Cllr Anna Patel (TDC) (arrived at 7.24pm)

And 1 parishioner

The meeting commenced at 7.01pm

1. **Apologies for absence**

0379/0326 Cllr Fullerton-Batten had sent her apologies.

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 exemption applies, or a dispensation has been issues, withdraw from the meeting.**

0380/0326 Cllr Andrews declared an interest in item 15ii. He took no part in this discussion or agreement.

3. **Public participation**

None

4. **To approve and sign the minutes of the previous council meeting held on 2nd February 2026**

0381/0326 Members resolved that the minutes reflected a true and accurate record of the meeting held on 2nd February 2026. They were duly signed by the Chair.

5. **Officer's report**

None

6. **Matters arising (for information only)**
   - Cllr Moore confirmed that the ditches along Chelsham Common have been cleared.
   - Cllr Moore confirmed that she had notified TDC that the Parish Council has paused the CCTV project for the time being.
   - Cllr Moore noted that she had received a response from Sophie Tidy (Merton College) regarding the moat / pond along Farleigh Court Road. Sophie confirmed that its upkeep was the responsibility of the stables and she has contacted them to discuss.
   - The pond plants which were kindly donated by Blanchman's Farm have taken and are growing well.
7. **Reports:**

   a) **County Councillor**

The ward is currently vacant. There would be a by-election on 7th May.

   b) **District Councillors i) Jeremy Pursehouse, ii) Anna Patel, iii) Perry Chotai**

   i) No report.

   ii) Cllr Patel said that most of the committees she sits on do not really impact anything in Chelsham and Farleigh. She noted that she had received an email from a Purley resident who had walked a loop in the parish along Farleigh Court

Road, Scottshall Road and Holt Farm Equestrian Centre and had been surprised and dismayed about the amount of rubbish along the route. Cllr Patel had reported this to Jim Lewthwaite and he had sent a member of his team out to litter pick and would add this to the route. There were also Nox canisters in the ditches along Harrow Road. Cllr Moore advised that these could be reported to TDC or taken to the Bond Road CRC.

iii) Cllr Chotai noted that a couple of planning applications in the south of the district had been refused. The application for the Land North of Chelsham Road (2024/1325) had again been delayed. Cllr Chotai confirmed that the TDC March Planning Committee had been cancelled.

c) Library report – 28th January meeting

Cllr Steer gave the following report:
I attended the library committee meeting for the first time.
The main points from the meeting were:
The lease/licence has still not been finalised – waiting on Surrey County Council.
The refurbishment has been a success, coming in on budget both financially and timewise.
The building works are complete apart from a bit of snagging. Some of the furniture (a reception desk and some chairs) is still awaited as well as some shelving for the office.
Despite the fact the library was closed for 5 weeks, the forecast for this year's finances is on track, with a 42% downturn which is in line with the 5-week closure.
There are 46 volunteers who have all been there for some time. There are no recruitment issues, but it has been agreed that there is a need to recruit someone with specific knowledge of social media to take marketing using this medium to the next level. A 6-month plan for marketing, on social media has been drawn up. The aims of this will be to increase membership, social media following, hire opportunities and use as a community hub. There are some school visits arranged, with Attwood School bringing two classes in February.
There is now a room for hire for meetings at the back of the library. The cost for this will be £12 per hour while the rest of the library will remain at £10 per hour.
The Friends of All Saints are currently looking into obtaining a cabinet to display some of The Lockton collection of paintings (the rest are hanging in the library). There is to be an exhibition of these paintings at Ales on the Green.
There was a question from Warlingham Events as to whether Santa's grotto could be moved to the library next year, but it was agreed this would not be a possibility.

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

As agreed, Cllr Chambers had drafted a response to this consultation. Members had commented on and approved this by email and it was submitted ahead of the 1st March deadline.
0382/0326 Members ratified the comment for submission to TDC.

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

Following a resident request (noted in agenda item 16 at the 2nd February meeting), Cllrs Moore and Steer visited the resident. Following that site visit the Clerk submitted an application to SCC for a new grit bin on Beddlestead Lane.
0383/0326 Members ratified this decision.

10. Annual Parish Meeting 2026

Confirmed speakers: Goerge Mynehan (TDC) has confirmed attendance, as well as Cllr Anna Patel (TDC). Claire Coutinho MP has been invited to be a guest speaker but it looks unlikely she will be able to attend due to her parliamentary commitments. Her constituency manager, Richard Biggs, may be able to attend in her place.
Posters will go up nearer the date of the APM and refreshments arranged.
0384/0326 Members approved a budget of £120 for the APM.

11. Approval of PC IT Policy

As part of the Assertion 10 regulations, the Clerk has drafted and circulated an IT Policy.
0385/0326 Members approved the IT Policy.

12. Assertion 10 compliance – report and recommendations

The Clerk had circulated a report on the Parish Council's compliance with Assertion 10, along with a FOI policy
0386/0326 Members received and accepted the Assertion 10 report and recommendations. Members also approved the FOI policy.

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

Cllr Moore and the Clerk met with Tim Farrington on 24th February. They outlined the PC's need for good governance and record keeping and to have complete copies of all Title Deeds for PC owned land. Tim Farrington has generously offered to undertake these searches at Land Registry costs only. Once the Parish Council has the full list of LR documents, a note will be made of any registered easements. The searches would be carried out under the Streeter Marshall banner.
0387/0326 Members agreed a budget of £500 for the Land Registry searches.

14. Land North of Chelsham Road application - update

Cllr Andrews said there had been no further developments on the application.
Cllr Andrews had also circulated articles for publication in certain newspapers to members.
0388/0326 Members approved submission of articles.
Cllr Andrews proposed the PC making a FOI regarding this application (ref: TA/2024/1325) asking for correspondence between planning officers and the developer's agent, between planning officers and district councillors, minutes of meetings involving planning officers, the developer's agent and district councillors, notes on internal discussions within the planning department relating to this planning application. Cllr Andrews offered to draft the FOI.
0388/0326 Members agreed with this proposal and requested Cllr Andrews to draft the FOI.

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

A member of the public had noted that as a condition of approval, a crossing was installed on Chelsham Road. It appeared to be completely inappropriate in a rural setting and there were concerns about the very poor sight lines at the suggested location.
0389/0326 Members approved an objection to this proposal was submitted to SCC Highways and copied to the TDC planning officer for this application.

16. Finance

i) Items for expenditure

- **Tony Norris – to clear ditch from pond to road exit point and to remove rubbish / debris from the 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)**

0390/0326 Members approved the above expenditure (ratified).

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

The Mid-Year Audit was carried out recently. The PC passed the audit and the report has been circulated to all councillors.
0391/0326 Members received the Mid-Year Audit report and recommendations.

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

The Clerk had circulated the bank reconciliations to all councillors prior to the meeting.
0392/0326 Members received and accepted the bank reconciliations. These were signed and dated by two councillors.

iv) Receive monthly budget v actual Year to Date report

The Clerk had circulated the Budget v. Actual YTD reports prior to the meeting.
0393/0326 Members received the Budget v. YTD spend report.

v) Review Ear Marked Reserves

The Parish Council should review it EMRs at least annually. Although these were considered during the budget setting last autumn, these were last formally reviewed in February 2025. The current EMRs are: Green Spaces - £10k, Trees / tree work - £7k, Planning - £3k.
0394/0326 Members reviewed the EMRs and agreed the following: Planning - £6k, Trees / tree work - £15k, Legal - £5k, Green Spaces - £5k.

vi) Payment of invoices:

Samantha Head	Salary- February	£ 501.60
April Skies Accounting Ltd	Mid-Year Audit fee	£ 160.00
Samantha Head	Expenses – Norton Anti-Virus	£ 69.99
Samantha Head	Expenses – Office 365 renewal	£ 84.99
Lloyds Bank	Fees – February	£ 4.25*
Tony Norris	Ditch clearing and pond debris	£ 90.00**

*already paid by DD
**to be ratified
0395/0326 Members approved the payments.

17. Meetings and Correspondence

None

18. Matters for reporting or inclusion in a Future Agenda or Reports for Facebook or press

- Fence by The Bull PH car park
- Crossroads Harrow Road / Ledgers Road up to the Bull Car Park entrance – lots of fallen trees and rubbish – does this need tidying up?
- Planning application TA/2026/89
- External lights t St Mary's Hall

The meeting closed at 8.43pm

The next Parish Council meeting would be held on 13th April 2026 at 7pm.
The next Planning Working Group meeting would be held on 7th April.
The APM would be held on 27th April at 7pm.