



## Salfords and Sidlow Parish Council Minutes

### SALFORDS VILLAGE HALL

14 July 2025

Meeting opened at 7:30pm and closed at 9.20pm

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#### Councillors (Cllrs) present:

1. Cllr Bob Barnes (BB)
2. Cllr Jim Blackmore (JB)
3. Cllr Caroline Clarke (CC)
4. Cllr Karen Dukes (KD) (Chair)
5. Cllr Paul Edwards (PE)
6. Cllr Mark Lodge (ML)
7. Cllr Stephen Rolph (SR)

#### Apologies

Cllr Wayne Clark (WC)

#### Attending:

Cllr Neha Boghani  
Cllr S Wotton  
2 members of public

#### Apologies

Cllr C Baart  
Cllr A Lynch  
Cllr J Baker  
Cllr V Chester  
Cllr J Thorne



**In attendance:** Claire Minter (CM), Clerk

Ref	Agenda item	Who
25/07-001	<b>To receive apologies for Absence.</b>	
	KD welcomed Councillors and residents to the meeting. Apologies were noted and approved from WC who was delayed travelling back from an event.  County Cllrs Catherine Baart and Andy Lynch, Borough Cllrs Victoria Chester, James Baker and Jason Thorne sent apologies due to commitments attending or preparing for other meetings.	
25/07-002	<b>Declarations of Interest and dispensations</b>	
	There were no declarations of interest.	
25/07-003	<b>Public Notices</b>	
	<ul style="list-style-type: none"> <li>- Community Garden session – Every Thursday - 2pm to 3pm - Salfords village hall (SVH)</li> <li>- Councillors Surgery – Monday 4 August 2025 – 6.30pm to 7pm – SVH</li> <li>- Parent/ Carer Baby and Toddler Group – Wednesday 13 August and 10 September – 10.30am to 12pm - SVH</li> <li>- Councillors Surgery – Monday 1 September 2025 – 6.30pm to 7pm – SVH</li> <li>- East Surrey YMCA Wellbeing Walk Salfords Stroll – Friday 5 September – 9.45am - SVH</li> <li>- Warm Hub coffee morning – Friday 5 September – 11am – SVH</li> <li>- Council Meeting – Monday 8 September 2024 at 19:30hrs – Emmanuel Church Sidlow</li> <li>- Period for exercise of public rights to review the unaudited annual governance and accountability return and accounts for the financial year ending 31 March 2025 from Tuesday 3 June until Monday 14 July 2025</li> </ul> <p>All noted the coffee morning and wellbeing walk are cancelled due to hall closure.</p>	

<b>25/07-004</b>	<b>Public Question Period</b>	
	There were no questions from the public.	
<b>25/07-005</b>	<b>To confirm the Minutes of the Council meeting held on Monday 9 June 2025</b>	
	The minutes were approved and recorded as a true and accurate record of the meeting.	
<b>25/07-006</b>	<b>Planning Applications</b>	
A	<p><b>PLANNING APPLICATIONS</b></p> <p>See attached Appendix B –June/ July 2025 Planning List with full commentary.</p> <p>JB advised 6 of the 8 Councillors attended the Councillor surgery on Monday 7 July when all planning applications were reviewed.</p> <p>The Councillors agreed to respond to 7 planning applications with 2 no observation, 4 no objection and comment and 1 object.</p>	
B	<p><b>PLANNING DECISIONS MADE BY R&amp;BBC</b></p> <p>Refer to Sheet 377 July 2025. There were 6 planning applications:</p> <ul style="list-style-type: none"> <li>▪ 3 Approved</li> <li>▪ 1 Approved with conditions</li> <li>▪ 1 declined to determine</li> <li>▪ 1 appeal lodged</li> </ul> <p>Councillors agreed to make representation to Inspector 25/00035/E_EN which is in respect of 24/02328/RET which was never validated and so the appeal stems from this validation dispute.</p>	
C	<p><b>ENFORCEMENT</b></p> <p><b>Crosswinds – Collendean Lane – Sidlow</b></p> <p>SSPC wrote to Leader of SCC, Tim Oliver, expressing frustration at lack of action and re-course on the activity on this site. Cllr Oliver has responded providing an update which states SCC are progressing but unable to share the detail due to legal technicalities. SSPC has responded challenging the implementation of their policies and use of protocols in this case, especially having failed to put into practice work from 2021. Councillors noted this and agreed there appeared to have been no accountability from SCC on this very serious matter.</p> <p>CM was asked to request the proposed court date for Crosswinds from SCC.</p> <p><b>New House Lane</b></p> <p>The 'Junk Guy' had been provided an extension of time to clear the site until 16/7/25. JB advised it appeared the track was still there. CM was asked to confirm from RBBC the date the site should be cleared and what the next course of action will be.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ Clerk to respond to 7 planning applications</li> <li>▪ JB to prepare response for comment for appeal 25/00035/E_EN which is in respect of 24/02328/RET</li> <li>▪ CM to request court date for Crosswinds</li> <li>▪ CM to ascertain latest update for New House Lane enforcement</li> </ul>	<p>CM</p> <p>JB</p> <p>CM</p> <p>CM</p>

<b>25/07-007</b>	<b>Meeting Reports</b>	
	<p>The following meetings were attended: -</p> <p>13/06/25 - Council GDPR Must-Dos for the 2025/26 AGAR training – CM</p> <p>18/06/25 - SALC Legal Topics Webinar</p> <p>19/06/25 - Woodhatch and Whitebushes Partnership meeting – CC</p> <p>26/06/25 - GACC – BB</p> <p>01/07/25 - SALC Clerk Forum - CM</p> <p>02/07/25 - SALC Cllr Forum – SR</p> <p>09/07/25 - RBBC stakeholder Q&amp;A session LGR</p> <p>14/07/25 - RBBC CGR overview - All</p>	
<b>A</b>	<p><b>Six Council GDPR Must-Dos for the 2025/26 AGAR training</b></p> <p>The AGAR assertions change for 2025/26, so CM is reviewing this. New policies will need to be drawn up. CM advised that councillors will need to consider sorting technology for council meetings if government allows hybrid meetings to take place There may be some other GDPR work but she will let Councillors know in due course. KD thanked CM for her diligence.</p> <p>ML/PE and SR agreed to assist in providing advise on technical solutions for hybrid meetings.</p>	
<b>B</b>	<p><b>SALC Legal Topics Webinar</b></p> <p>CM had shared slides with Council. CM will be attending a free SALC Webinar covering the Employment Rights Bill providing key updates and what Councils need to know on 18/9/25. The SALC AGM &amp; Conference is on 13/11/25. Councillors to confirm availability and attendance depending on approach. SALC confirmed government's decision to axe funding for neighbourhood planning.</p>	
<b>C</b>	<p><b>Woodhatch and Whitebushes Partnership meeting – CC</b></p> <p>CC had shared the minutes which included receiving overviews on RBBC Poverty Reduction Project, highlighting the use of the Low-Income Family Tracker (LIFT). The project aims to strengthen preventative and collaborative efforts across RBBC's Housing, Revenues &amp; Benefits, and Community Partnerships teams. There were presentations mental health wellbeing and from Voluntary Action Surrey East (VASE) who talked through the transition from Voluntary Action Reigate &amp; Banstead to Voluntary Action Surrey East, in a merger with Reigate &amp; Banstead and Tandridge Council. There were partner updates from Marie Curie, Citizens Advice Reigate and Banstead, Loveworks, Help in the bushes and Surrey Care Trust. CC provided an update on all the community involvement SSPC are doing.</p>	
<b>D</b>	<p><b>GACC</b></p> <p>BB attended the GACC AGM where it was noted that WC resigned from the committee. The GACC Committee thanked WC for all his hard work and input whilst involved. Councillors noted and supported this.</p>	
<b>E</b>	<p><b>SALC Clerk forum/ Cllr Forum</b></p> <p>This session provided further information about local government reorganisation and how parish councils can plan. Hybrid meetings are coming. More information will be shared at the SALC conference to provide guidance. CM reiterated the council need to work out a technical solution how SSPC can hold hybrid meetings. There will also have to be amendments to standing orders, etc on how to deal with closed sessions.</p>	

F	<p>There was a session on finance, budget, etc but CM confirmed she was aware of all current legislation and processes. Council noted accounting reporting may need to change from R&amp;P to I&amp;E accounting which will create a fair bit of work. This is being monitored.</p> <p>SR confirmed he attended the Cllr briefing and CM had succinctly covered topics raised. He added that neighbourhood communities had been discussed, and this is why he raised it at the RBBC CGR overview session.</p> <p><b>RBBC CGR overview</b> Councillors had attended an overview session led by Democratic Services and Luci Mould from RBBC.</p> <p>Councillors discussed options and it was noted that in the new unitary authority there was strength in numbers so expansion in size of the parish council would provide a louder voice. However, it had to be noted that protection of existing residents was imperative, and any potential transfer of assets did not come at a cost and increase in the precept. Councillors confirmed engagement with local community groups and Resident Associations to the north of the parish was important to identify the need.</p> <p>Standing Orders were suspended. SW provided an update on RBBC approach to the CGR. Standing Orders were resumed.</p> <p>Councillors agreed they needed to explore options to consider boundary review and potential expansion to the north to include Whitebushes, South Earlswood and Woodhatch – boundary up to Three Arch Road or Pendleton Road. It was noted that Salfords and Sidlow had two distinct areas with Sidlow being a very rural area and potentially having more synergy with other areas such as Leigh/ Norwood Hill and Charlwood. However, this review did not allow district council cross boundary inclusion so Councillors could only consider expansion within R&amp;BBC. Any expansion/ merge to the east or west could be requested with a petition with the new unitary authority from 2027.</p> <p>It was noted more information and data was required for the areas to the north to understand numbers of electors, what are the area drivers and concerns and what assets does RBBC have in these areas.</p> <p>Councillors agreed to meet to discuss approach and what was required to make informed decisions and agree next steps for providing CGR response. CM was asked to set up an online meeting.</p> <p>Standing Orders were suspended. SW advised that RBBC were including an agenda item at the full council meeting to approve the process for transfer of assets. Standing Orders were resumed.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ CM/ML/PE and SR to assist in finding best solution to hold hybrid meetings</li> <li>▪ All to agree which Cllrs to attends SALC AGM</li> <li>▪ CM to arrange an online meeting with Councillors to review options and agree synergy to agree next steps, make comment and representation on CGR</li> </ul>	<p>CM/ML/ PE/SR All  CM/All</p>
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<b>25/07/008</b>	<b>Neighbourhood Plan</b>	
	<p>Councillors received a training session from Planning Consultant, Steve Tilbury on 17 June. PE had prepared summary notes embedded below.</p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> <p>Summary of Steve Tilbury meeting 17JU18 Salfords and Sidlow Parish Council NP Adv</p> <p>Councillors agreed this was a highly informative session and noted that the government had withdrawn funding to produce a plan which could cost up to £10,000. However, Councillors agreed to pursue the creation of a principle/ policy only plan (non-allocation of proposed sites) with a target completion date of March 2026. Councillors agreed to appoint Steve Tilbury to assist in a consultancy role. Councillors agreed to spend up to £2,000 to enable the plan to be pursued ahead of the September council meeting.</p> <p>Councillors agreed to meet to prepare a timeline, including resident engagement and consultation confirming milestone dates to enable smooth transition for March 26 completion and referendum.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ CM to appoint Steve Tilbury as consultant to assist with NHP.</li> <li>▪ All to review various completed NHP and share to take the best parts.</li> <li>▪ All to meet to start the process and agree timeline.</li> <li>▪ CM to advise RBBC that SSPC are embarking on creating an NHP requesting their support and to obtain appropriate data and maps required to develop the plan.</li> </ul>	<p>CM All All  CM</p>
<b>25/07-009</b>	<b>Community Updates</b>	
<b>A</b>	<p><b>Community garden/ YMCA Wellbeing Walk/ Coffee morning</b></p> <p>Community Garden is being attended by about 9 residents on a weekly basis. Residents are wanting to include more garden plants. Pots have been donated, and a resident has funded purchasing two rose bushes.</p> <p>KD expressed thanks to CC/CM and Alison E for their hard work with the garden. CC thanked residents for tidying up the whole of the outside of the village hall.</p> <p>The Walk was attended by 13 residents who walked across the new bridge at the train station. CC advised that she had received feedback about the disappointment that the bridge could not cater for all disabilities. Councillors noted this was an issue at several stations. SR advised costs for a set of lifts on either platform with security were estimated to be £5m.</p> <p>35 residents attended the coffee morning. Councillors noted the August Walk and coffee morning have been cancelled due to the main hall being closed.</p>	
<b>B</b>	<p><b>Community Fun Day celebration – Salfords</b></p> <p>WC/CC/SR/PE and CM attended the event. It was a good day enjoyed by the community. We were lucky with the weather, and everyone was able to join with the games and races. Councillors thanked Salfords Social Club for</p>	

	<p>hosting.</p> <p>BB suggested Councillors looked up East Horsley Big Day Out which was a great event and free. It was noted that cars had to pay for parking. BB proposed SSPC could consider an event like this for 2026. CC stated she believed this was organised by a professional company. CM confirmed she had reached out to the East Horsley PC Clerk to obtain information on how it was organised.</p> <p><b>C</b></p> <p><b>Diwali – 25/10/25 – Salfords village hall</b> Neha Boghani will lead on this, and we are awaiting to hear regarding decorations. It has been confirmed the students from the dance teacher who uses the hall will be happy to perform. Nearer the date CC and CM will explore options for food.</p> <p><b>D</b></p> <p><b>Speed humps on Lodge Lane</b> A cyclist came off their bike from a pothole. Residents have asked if Lodge Lane can have speed humps to reduce speed of traffic. Councillors agreed to submit a request to Cllr Lynch.</p> <p><b>E</b></p> <p><b>Verge cutting in Sidlow</b> Residents in Sidlow are not happy with the quality of the verge cutting – especially along Ironsbottom. Councillors agreed to submit a comment to Cllr Lynch and request SCC policy for verge cutting expressing disappointment and request that the next cut improved to assist with future daffodil growth.</p> <p>KD confirmed that she could provide Sidlow with poppy seeds.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ All to look up East Horsley Big Day out and consider for 2026.</li> <li>▪ CM to speak with East Horsley Clerk to understand work involved for running an event of that size.</li> <li>▪ CC/CM to pursue development for Diwali event.</li> <li>▪ CM to request A Lynch to submit request for speed humps on Lodge Lane.</li> <li>▪ CM to request A Lynch to send complaint about poor verge cutting in Sidlow.</li> <li>▪ KD to provide BB with poppy seeds for Sidlow.</li> </ul>	<p>All</p> <p>CM</p> <p>CC/CM</p> <p>CM</p> <p>CM</p> <p>KD/BB</p>
<b>25/07-010</b>	<b>Finance Matters – Parish Council and Village Hall</b>	
A	Statements of Income and Expenditure for June 2025 for S&SPC (£96,084.37) and the Village Hall (£7,416.15) were noted and approved.	
B	<p>List of cheques/DD for S&amp;SPC and the Village Hall for June 2025 were noted and approved: -</p> <ul style="list-style-type: none"> <li>- S&amp;SPC - 2 DD and 10 online payments were issued for a total amount of £4,304.70</li> <li>- Village Hall - 3 DD and 2 online payment and 1 TV were issued for a total amount of £1,904.68</li> </ul>	
C	Councillors noted bank reconciliation for June 2025 was signed off by CC.	

<b>25/07-011</b>	<b>Correspondence</b>	
	<p>The Clerk advised of the correspondence received in June/ July 2025: -</p> <p>05/06/25 - Arts Takeover returns to Redhill this October</p> <p>06/06/25 – Surrey Nature Partnership</p> <p>06/06/25 - Invitation – Help Shape Surrey’s Greener Future at Our Parish Workshop</p> <p>08/06/25 - Warren Clark Golfing Dreams Limited charity number 1189829 update on lessons</p> <p>10/06/25 - Thriving Communities Match Fund - Participation Group Member Invitation</p> <p>10/06/25 - Redhill train station – development</p> <p>10/06/25 - JLA response to SoS on Gatwick DCO</p> <p>10/06/25 - GTR Community Conference 2025 26/6/25</p> <p>10/06/25 - Executive to agree next steps on The Harlequin Theatre &amp; Cinema and potential new Redhill arts and culture venue</p> <p>10/06/25 - New poster for unpaid carers</p> <p>11/06/25 – GACC AGM notification 26/6/25</p> <p>11/06/25 - All things volunteering in East Surrey</p> <p>11/06/25 – NHRA AGM notification 23/9/25</p> <p>11/06/25 - Loveworks Summer Campaign</p> <p>11/06/25 – Response from Metrobus re Metrobus route 422 and 424 Sidlow Bridge Buses</p> <p>12/06/25 - Diversion Order FP 392 Horley, Surrey</p> <p>12/06/25 - For information: Slow Charger Lamp Columns Installation - Reigate &amp; Banstead (Work Package 1) – not being installed on Park View Road</p> <p>13/06/25 – Update from Luminous about ground works to discharge conditions</p> <p>13/06/25 – GTR update re rail closure 13/7/25</p> <p>13/06/25 - Neighbourhood Plan Support Program discontinued by MHCLG</p> <p>16/06/25 - Community Emergency Hubs</p> <p>16/06/25 – Advise SCC of any tree stump locations for grinding out</p> <p>16/06/25 – NALC new digital edition of Local Councils Explained</p> <p>16/06/25 – Penguin Random House UK Little Book Stop Application – not successful</p> <p>17/06/25 – MHCLG notification Local Government Reorganisation: Surrey</p> <p>17/06/25 – RBBC Have Your Say on the Future of Local Government in Surrey – closing 5/8/25</p> <p>18/06/25 - RBBC launches most varied school holiday programme yet</p> <p>18/06/25 – AEF and ANCF - UK Airspace Design Service</p> <p>18/06/25 - Mayoral Newsletter June 2025</p> <p>19/06/25 - Local people to be asked for views on town and parish councils in Reigate &amp; Banstead</p> <p>20/06/25 - Warm Welcome Newsletter</p> <p>20/06/25 - Council Exec agrees plans to remove RAAC in Redhill's Harlequin Theatre</p> <p>22/06/25 - Station Partner Support - Creative Projects</p> <p>25/06/25 - Celebrating Small Charity Week with a Big Announcement from VASE</p> <p>25/06/25 - Surrey Local Government Reorganisation Consultation - invite to respond</p> <p>25/06/25 - Community Rail News - 25 June 2025</p> <p>26/06/25 - Met Office online learning prospectus July -Dec 2025</p> <p>26/06/25 - The Circuit newsletter – Summer edition</p> <p>27/06/25 – R&amp;B - News from the Community Partnerships team</p>	

	<p>27/06/25 – AEF 50<sup>th</sup> celebration</p> <p>27/06/25 - Borough e-news special edition: Have your say on Local Government Reorganisation</p> <p>30/06/25 - Confirmation of Article 4 direction in town and local centres, Reigate &amp; Banstead Borough</p> <p>01/07/25 - Surrey VCSE Alliance - July up-date</p> <p>01/07/25 – Loveworks update</p> <p>02/07/25 - Borough e-news: Update on The Harlequin, Reorganisation in Surrey, Summer holiday activities, Solar Together, CIL funding, jobs and more!</p> <p>08/07/25 – Response from Tim Oliver re Crosswinds</p> <p>11/07/25 – Road safety petition for A217 crossing</p> <p>Various – CAGNE newsletter</p> <p>Various - GATCOM updates</p> <p>Councillors agreed to respond to Diversion Order FP 392 Horley, Surrey stating it was imperative the footpath was safe for residents/ pedestrians and question if some of the proposed land was private.</p> <p>Council agreed to respond to Future of Local Government in Surrey requesting 3 tier unitary authority.</p> <p>Councillors agreed to support the A217 road crossing e-petition which had been set up for SCC. CM was asked to send a letter of support, copy in Chris Coghlan MP.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ CM to respond to Diversion Order FP 392 Horley, Surrey.</li> <li>▪ CM to respond to Future of Local Government in Surrey.</li> <li>▪ All to sign the e-petition to support the A217 road crossing .</li> <li>▪ CM to write to SCC to support the e-petition for A217 crossing and copy in Chris Coghlan MP.</li> </ul>	<p>CM</p> <p>CM</p> <p>All</p> <p>CM</p>
<b>25/07-012</b>	<b>Clerk Report</b>	
A	<p><b>Salfords village hall</b></p> <p>Councillors noted and approved that CM has applied for strategic CIL grant funding from R&amp;BBC July 2025 for various hall improvements.</p> <p>CM advised the main hall floor repair costs had increased by £200 due additional costs for material for paper and the sealant. Councillors noted and approved this.</p>	
B	<p><b>IT policy</b></p> <p>Councillors approved the IT policy.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>▪ CM to upload IT policy onto the website</li> </ul>	CM
<b>25/07-013</b>	<b>Urgent matters at discretion of Chairman</b>	
A	<p>CM advised that daffodil planting and Christmas lights should be considered at the September meeting. Councillors confirmed they would want both these projects to continue. KD confirmed purchasing daffodil bulbs now was more cost effective than leaving until September. Councillors noted and approved this.</p>	



	<p>BB advised that works for the solar farm were starting and the Contractors were currently digging for artefacts.</p> <p>JB requested that Redhill Aerodrome was on the next agenda.</p> <p>KD thanked everyone for attending and as there being no urgent matters KD declared the meeting closed.</p> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>CM to include daffodil planting, Christmas lights and Redhill Aerodrome on the September meeting agenda</li> </ul>	CM
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## APPENDIX A- LIST OF PAYMENTS MADE JUNE 2025

List of Cheques/ DD's/ BACS Paid Out to 30 June 2025			
Salfords and Sidlow Parish Council			
		VAT	Total
DD	BT -Telephone and Broadband		
	Invoice No M029 KF 28/5/25 £48.28 +£9.66 VAT = £57.94	£9.66	£57.94
BACS 1306	Amazon - Bubble kit and bubbles for community day		
	02/06/25 - 6311558 - ££20.40 + £4.51 VAT = £24.98	£4.51	£24.98
BACS 1307	SLCC - Canva training for Clerk -		
	02/06/25 - BK221630-1 - £30 + £6 VAT = £36	£6.00	£36.00
BACS 1308	Caroline Clarke- Expenses for coffee am - £9.45	£0.00	£9.45
BACS 1309	Royal Mail - stamps for newsletter - 06/06/25 - £174	£0.00	£174.00
BACS 1310	N Chatfield - Contribution for band for Community Day		
	13/06/25 - 2025-007 - £100	£0.00	£100.00
BACS 1311	DLG Computers - annual support/ virus protection and MS365 licence		
	16/06/25020057/60 £294.94 + £84.98 VAT = £379.92	£84.98	£379.92
BACS 1312	Printmates/ Summit Print - Printing 28pp newsletter x 1550		
	16/06/25 - 452761 - £1188.80	£0.00	£1,188.80
BACS 1313	Amazon - Ink 19/6/25 - £93.48	£0.00	£93.48
BACS 1314	Steve Tilbury Consulting - Neighbourhood Planning Advice		
	19/06/25 - 25-043 - £450	£0.00	£450.00
DD	NEST - Clerks Pension scheme contribution June 2025		
	Employer £51.41 + Employee £68.55= £119.96	£0.00	£119.96
BACS 1315	Mrs. C. Minter - Salary June 2025 - £1,685.02 & April O/T £548.76=		
	£2,233.78 less tax £400.20 NI £94.86 and Pens £68.55= £1,670.17	£0.00	£1,670.17
		£105.15	£4,304.70
Salfords Village Hall			
		VAT	Total
BACS 671	ASF Cleaning - 28/05 25 661098 £288.87+ £57.77 VAT = £346.64	£57.77	£346.64
BACS 672	Hall hirer deposit refund - £100	£0.00	£100.00
DD	Engie - Gas Bill -09/06/25 - £337.51 + £16.88= £354.39	£16.88	£354.39
DD	Engie - Electric Bill -12/06/25 - £240.21 + £12.01= £252.22	£12.01	£252.22
DD	SES Water	£0.00	£16.00
TV	Clerks % salary - 1/3	£0.00	£835.43
		£86.66	£1,904.68

## APPENDIX B- PLANNING APPLICATIONS IN JUNE / JULY 2025

Ref	Date	R&BBC Officer	Address	Proposal	Parish Council Decision
25/01009/HH OLD	10/6/25	Kate Beith	28 Beechwood Villas Salfords Surrey RH1 5EY	Demolition of garage and erection of single storey rear and double storey side extension and wrap over to form additional bedrooms	No observation Subject to neighbours, access and to the site and boundary conditions
25/00969/OU T	13/6/25	Natalia Achilleos	Land Parcel 527317 144847 Meath Green Lane Horley Surrey	Outline application for the development of up to 51 residential dwellings and 1 traveller pitch with associated access, landscaping, open space, infrastructure and works and demolition of existing structures (all matters reserved, except access)	No objection but there must be adequate provision for water and sewerage. Recommend all of the dwellings have rainwater harvesting.
25/01018/AD V	16/6/25	Stephen Yeoll	A-sure Technologies Ltd Xray House 8 Bonehurst Road Salfords, Surrey	Erection of a replacement company fascia sign above the building entrance, a replacement illuminated company sign to the front elevation, with a blue LED light strip along the front and side elevations of the building.	No observation
25/01033/CL E	23/6/25	Hollie Marshall	Highgrove Horse Hill Horley RH6 0GY	Installation of four rooflights within the existing building.	No observation
25/00972/RE T	02/7/25	Matthew Holdsworth	Finns Farm Smalls Hill Road Horley	Erection of steel-framed shelter and extension of hardstanding	Object See below
25/01128/HH OLD	07/7/25	Helen Love	12 Dunraven Avenue Salfords RH1 5JW	Erection of single storey annex to rear of garden	No objection subject to neighbours. Its use must also be ancillary to the main house 12 Dunraven Avenue
25/00935/RE T	10/7/25	Stephen Yeoll	Land To West Of Wrays Farm Horse Hill RH6 0HN	Retrospective agricultural building	There is insufficient information to support the application as it does not show how near the land is to the building or what other buildings, if any, there are now. It is also not clear if the recently developed buildings were used for this purpose. It requires proof of requirement and justification to identify need. Neighbours' comments must be considered. Should the application be approved, if agricultural use ceases the building must be removed.

25/00972/RET

Object The application form shows there is no additional employment. There is nothing in the application documents to say there is any agricultural activity at this site. The erection of a steel-framed shelter and extension of hardstanding is inappropriate development in the Metropolitan Green Belt, harmful to the openness thereof and to the open rural characteristics and appearance of the surrounding area. There are no very special circumstances to outweigh the harm.

## APPENDIX C – TO DO LIST

Ref	Date	Action	Who	Update	Complete
25/06-004	09/06/25	SR to raise the issue of A217 bus stops at the Southern Public Transport Group	SR	Comments noted and feedback received	Closed
25/06-004	09/06/25	CM to engage with Metrobus to ask for their feedback for bus driver experience of A217 bus stops	CM	Metrobus have no issues. Recommend crossing or speed reduction	Closed
25/06-004	09/06/25	CM to request SCC to look at A217 junction and crossing with the option to reduce the speed to 30mph and explore the opportunity to introduce a crossing.	CM	SCC agreed to meeting – awaiting date	Closed
25/06-004	09/06/25	Resident to create an e-petition about dangerous A217 crossing	RES	Responsibility of resident	Closed
25/06-006	09/06/25	Clerk to respond to 7 planning applications	CM	Responded 10/6/25	Closed
25/06-006	09/06/25	CM to write to SCC leader re lack of action and slow process for Crosswinds	CM	Letter submitted 18/6/25 and acknowledged	Closed
25/06-006	09/06/25	CM/JB to write to C Coghlan and C Coutinho to update on RACC	CM/JB	Responses sent and acknowledged	Closed
25/06-006	09/06/25	CM/KD/JB to liaise with Cllr Chester and prepare response to consultation on Reforming local authority planning decision-making	CM/KD/JB		
25/06-006	09/06/25	CM to ask Planning Consultant to cover Reforming local authority planning decision-making consultation at meeting on 17/6/25	CM	Included in session	Closed
25/06-007	09/06/25	CM to ask R&BBC if they will be conducting their own LGR.	CM	LGR launched and session held 14/7/25	Closed
25/06-007	09/06/25	CM to review Martyn's Law and identify appropriate risk assessments	CM		
25/06-008	09/06/25	WC to provide an external broom for the community garden	WC	Broom provided	Closed
25/06-008	09/06/25	KD to purchase compost.	KD	Compost purchased and KD refunded	Closed
25/06-008	09/06/25	PE to confirm the outcome of Grow Wild at train station application.	PE	Salfords train station successful	Closed
25/06-008	09/06/25	All to attend community event on 14/6/25.	ALL	Successful day – CM/SR/WC/PE and CM	Closed
25/06-008	09/06/25	CM/CC to prepare for Diwali event on 25/10/25 working with Asian Social Group.	CM/CC	Meeting held and plans underway	Ongoing
25/06-009	09/06/25	CM to arrange for SCC to carry out speedchecks in Ironsbottom	CM	Requested and SCC preparing purchase order	Closed
25/06-010	09/06/25	CM to respond to RBBC draft Greenspaces	CM	Responded	Closed
25/06-011	09/06/25	CM to make strategic CIL bid if available	CM	Application form being completed	Closed
25/05-C01	12/05/25	CM to apply for grant funding to cover roof repair costs	CM	Made application for strategic CIL	Closed
25/04-007	14/04/25	CC and CM to undertake training to enable village hall to be communication accessible	CC/CM		
25/04-007	14/04/25	CM to speak with SCC and RBBC to understand processes for waste management monitoring	CM	Email sent to SCC 23/4/25 – wait response	
25/03-004	17/03/25	CM to explore options for producing newsletter on different platform	CM	Looking at Canva – Training booked 19/8/25	Ongoing
24/03/011	11/03/24	PE to explore options for improving acoustic sounds in rear hall	PE		