



Salfords and Sidlow Parish Council Minutes

SALFORDS VILLAGE HALL

10 November 2025

Meeting opened at 7:30pm and closed at 9.30pm

Email: claire.minter@salfordsandsidlowpc.org.uk

Website: www.salfordsandsidlowpc.org.uk

Councillors (Cllrs) present:

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

In attendance Clerk – Claire Minter

Apologies

8. Cllr Stephen Rolph (SR)

Attending:

Cllr C Baart (CB)
Cllr V Chester (VC)
Cllr S Wotton (SW)
10 members of public

Apologies

Cllr A Lynch (AL)
Cllr N Boghani (NB)

Ref	Agenda item	Who
25/11-001	To receive apologies for Absence.	
	WC welcomed Councillors and residents to the meeting. Apologies were received and accepted from SR who was unable to attend due to illness. Councillors sent SR their best wishes. Apologies were also received from Borough Cllr Boghani and County Cllr Lynch.	
25/11-002	Declarations of Interest and dispensations	
	There were no declarations of interest.	
25/11-003	Public Notices	
	<ul style="list-style-type: none"> – Councillors Surgery – Monday 1 December – 6.30pm to 7pm – Salfords Village Hall SVH – East Surrey YMCA Wellbeing Walk - Salfords Stroll – Friday 5 December – 9.45am – (SVH) – Coffee morning - Friday 5 December – 11am to 12.30pm – SVH – Parish Council Meeting– Monday 8 December, 7.30pm - Emmanuel Church, Sidlow – Family playgroup – Wednesday 10 December, 10.30 to 12pm - SVH 	
25/11-004	Public Question Period	
A	A resident raised concern about the unsociable parking in Salfords especially on Salbrook Road and Westmead Drive. Councillors noted this and asked CM to raise a request with the A23 bus corridor scheme project and the next RBBC parking review to consider installing double yellow lines at the entrance to Salbrook Road.	
B	Residents stated the commercial vehicles remained on the Byway Open to All Traffic (BOAT) leading to Perrywood/ Monotype Social Club. It was agreed CM would follow up to see if any action could now be taken.	
C	Residents had attended to hear council comment on the Grundon waste site development application. WC confirmed that he would allow residents to speak at this agenda item.	

	Action <ul style="list-style-type: none"> CM to request SCC to consider installing double yellow lines on entrance to Salbrook Road CM to contact RBBC re lorry on BOAT 	CM CM
25/11-005	To confirm the Minutes of the Council meeting held on Monday 13 October 2025	
	The minutes were approved and recorded as a true and accurate record of the meeting.	
25/11-006	Planning Applications	
A	Planning Applications See attached Appendix B –October/ November 2025 Planning List with full commentary. JB advised 5 of the 8 Councillors attended the Councillor surgery. Councillors agreed to respond to 4 planning applications with 3 no observation and 1 no objection with comment. Grundon Waste application was discussed in detail and JB read out the detailed response – see Appendix A. WC suspended Standing Orders and requested residents to provide their feedback. Residents raised concerns that the acoustic fence did not cover the full boundary of the site. Residents were advised the supporting statement document was user friendly to identify a summary of the proposed development. Residents were recommended to make their own representation. It was also important that if the current site operations impact residents with noise, that they share their experiences now. Standing Orders were resumed.	
B	Planning decisions made by R&BBC Refer to 381 October 2025. There were 5 planning applications: <ul style="list-style-type: none"> 1 Approved 2 Refused 1 Comment 1 Appeal lodged 	
C	Enforcement There was no update on any enforcement cases, but CM had reached out to SCC to obtain information about the court decision for Crosswinds.	
D	GACC/ CAGNE donations Councillors had requested a motion to discuss the decision made at the October council meeting under agenda item 25/10-007 D. New information had been submitted from CAGNE and GACC has proposed to fund their Aarhus protection (£5000). Councillors considered this and agreed to their previous decision to make a donation of £2,500 to both GACC and CAGNE recognising the development and expansion of Gatwick airport would have a huge impact on the parish in respect of Route 4, traffic, infrastructure, climate impact and noise. Councillors also agreed that if in the future further funding is required, the Parish Council will consider this if we have the funds and we were obtaining value for money Action <ul style="list-style-type: none"> Clerk to respond 4 planning applications CM to write to GACC and CAGNE advising of decision taken 	CM CM

25/11-008	Neighbourhood Plan																													
	<p>R&BBC has provided feedback on our draft plan. This detail had been shared with the Planning Advisor, Steve Tilbury, who confirmed the draft would not meet the basic legal conditions and there is work from first principles required. He confirmed the public consultation feedback provides a platform for that, however not as quickly as Council might hope given the issues to address and the statutory requirements.</p> <p>Steve had suggested Council proceed in two steps: -</p> <ol style="list-style-type: none">1. Steve to explain what needs to be done, why it needs to be done and what the surrounding issues might be such as Community Governance review and National Development Management Policies. It will include discussing a timeline so that Council can consider the implications. <p>Council agreed to proceed with this, and CM was asked to arrange a Zoom call – noting a budget of approximately £250.</p> <ol style="list-style-type: none">2. Council then needs to decide how to proceed given the timing issues. <p>Steve suggests to budget for approximately £5,000 of professional costs (that would likely cover his time but there may be some other input required depending on where the policy thinking goes). There would also be the incidental costs of further consultation, etc. which will be required.</p> <p>There will also be other costs associated with the submission of the plan such as drawing up the basic conditions statement and consultation statement which might add another £1,500.</p> <p>Council noted these costs are not a cap because it will depend on how much input is required but agreed to proceed for the benefit of the community.</p> <p>Action</p> <ul style="list-style-type: none">▪ CM to confirm to S Tilbury to arrange a meeting to discuss and agree next steps and approach	CM																												
25/11-009	RBBC Community Governance Review																													
	<p>RBBC has approved the CGR proposals recommending expanding S&SPC to include Whitebushes (EWB5) and South Earlswood (EWB4).</p> <table><tr><th>Parish ward (current polling district)</th><th>Electorate: 1 May 2025</th><th>Number of town councillors</th><th>Electors to Councillors</th></tr><tr><td>Salfords South (HRE2)</td><td>1,977</td><td>4</td><td>494</td></tr><tr><td>Salfords North (HRE1)</td><td>493</td><td>1</td><td>493</td></tr><tr><td>Earlswood (EWB4)</td><td>1,827</td><td>4</td><td>457</td></tr><tr><td>Whitebushes (EWB5)</td><td>1,752</td><td>4</td><td>438</td></tr><tr><td>Sidlow (HRW1)</td><td>544</td><td>1</td><td>544</td></tr><tr><td>Total:</td><td>6,593</td><td>14</td><td>471</td></tr></table> <p>Councillors expressed their frustration that their submission response had not been considered and RBBC had railroaded an option onto the Parish Council. The SSPC response to the initial consultation made it clear Councillors were open to a dialogue to discuss an approach, but needed to better understand the risks and impact to our existing community before considering expanding. The RBBC proposal had not included the</p>	Parish ward (current polling district)	Electorate: 1 May 2025	Number of town councillors	Electors to Councillors	Salfords South (HRE2)	1,977	4	494	Salfords North (HRE1)	493	1	493	Earlswood (EWB4)	1,827	4	457	Whitebushes (EWB5)	1,752	4	438	Sidlow (HRW1)	544	1	544	Total:	6,593	14	471	
Parish ward (current polling district)	Electorate: 1 May 2025	Number of town councillors	Electors to Councillors																											
Salfords South (HRE2)	1,977	4	494																											
Salfords North (HRE1)	493	1	493																											
Earlswood (EWB4)	1,827	4	457																											
Whitebushes (EWB5)	1,752	4	438																											
Sidlow (HRW1)	544	1	544																											
Total:	6,593	14	471																											

	<p>Woodhatch area which meant that Sidlow would become an even more rural ward in this new proposed expanded parish.</p> <p>Councillors were especially concerned that the new proposals were reducing the number of six Councillors to four to represent the Salfords ward.</p> <p>Standing Orders were suspected SW confirmed he was on the working party and explained the rationale for the decision. Standing Orders were resumed</p> <p>Councillors requested that SW and VC fed back to RBBC the disappointment that SSPC have not been treated with respect in this process and that no engagement had taken place to understand our position. It was also felt that existing SSPC residents would not have an opportunity to state their viewpoint in the ongoing consultation which was not resident friendly or clear. It was noted that many residents, particularly those living in non-parished areas, may not understand what a Parish Council is and, as a result, might lack clarity about what they are being asked to decide on during consultations.</p> <p>Councillors agreed to await feedback from SW and VC before deciding on the response. It was also agreed that once SSPC had determined its position on the consultation, the Council would inform SSPC residents, clearly explaining the reasons for and method of responding. This information will be published in the S&S News.</p> <p>Councillors noted that CC and CM had attended the first RBBC briefing on the Community Asset Transfer (CAT) programme. It was confirmed there were no assets in S&SPC parish that would benefit the residents.</p> <p>Councillors also agreed that they would not consider taking any community assets from the Whitebushes or South Earlswood wards until the CGR review was complete. This meant at this stage Councillors did not need to engage with RBBC regarding CAT.</p> <p>CM was asked to identify if there were any grant opportunities for the legal agreement SSPC has with RBBC regarding grass cutting and maintenance of the Social club grounds, playground and external gym.</p> <p>Action</p> <ul style="list-style-type: none"> ▪ Councillors to consider how to respond to CGR and prepare statement ▪ Councillors to prepare communication for S&SPC residents on how to respond to the CGR ▪ CM to confirm to RBBC Officer that the CAT meeting scheduled can be cancelled. ▪ CM to identify any grant opportunities for the legal agreement SSPC has with RBBC regarding grass cutting and maintenance of the Social club grounds, playground and external gym 	<p>All</p> <p>All</p> <p>CM</p> <p>CM</p>
25/11-010	Community Updates	
A	<p><u>East Surrey YMCA Wellbeing Walk – Salfords Stroll</u> CC advised ten people attended, including two new walkers.</p>	
B	<p><u>Coffee morning</u> CC advised forty people attended the session where we had ladies provide materials and demonstrate craft making for Christmas cards at a cost £35. Salfords primary school were attending the December coffee morning. Winter warmer essentials / fuel vouchers are now available.</p>	

C	<u>Daffodil planting</u> Daffodil planting took place outside Miller and Carter. 1000 daffodils were planted – KD/WC/PE/CM were there with Cllr Victoria Chester and seven residents/ family members.																																																					
D	<u>Diwali</u> WC/CC/KD/SR/PE/JP and CM attended with family members making up total numbers of about thirty. There was a presentation from Asian Social Group, dancing and food. Councillors agreed it was a good event but disappointing there was low attendance																																																					
E	<u>Veteran Car Rally</u> CC ran the stall and PE and CM attended. Over thirty residents enjoyed free refreshments while watching the car rally. £11 was collected for local charity.																																																					
F	<u>Sidlow Fireworks</u> BB advised this was a well-attended event including the deputy mayor. A fun evening enjoyed by all. A de-brief session was scheduled for 12/11/25 and the 2026 date had already been booked. A small profit was made.																																																					
G	<u>Christmas</u> The event was well attended by about eighty residents, with seven craft stalls selling goods and A2Z flute choir providing the live music. Mince pies, hot chocolate, mulled wine was served. Councillors approved the cost of the event which was £47.33.																																																					
H	<u>Sidlow litter pick and daffodil planting</u> Sidlow residents collected several bags of rubbish and planted the donated 1500 bulbs.																																																					
25/11/011	2026 Meeting Dates																																																					
	Meeting Dates Councillors agreed in principle on the following dates as proposed for 2026 <table border="1"><thead><tr><th>Date</th><th>Location</th><th></th><th>Surgeries ***</th></tr></thead><tbody><tr><td>Monday 12 January</td><td>Salfords Village Hall</td><td></td><td>5 January</td></tr><tr><td>Monday 9 February</td><td>Salfords Village Hall</td><td></td><td>2 February</td></tr><tr><td>Monday 9 March</td><td>Emmanuel Church</td><td></td><td>2 March</td></tr><tr><td>Monday 13 April *</td><td>Salfords Village Hall</td><td>Parish Assembly</td><td>6 April**</td></tr><tr><td>Monday 11 May</td><td>Salfords Village Hall</td><td>Annual</td><td>4 May**</td></tr><tr><td>Monday 8 June</td><td>Emmanuel Church</td><td></td><td>1 June</td></tr><tr><td>Monday 13 July</td><td>Salfords Village Hall</td><td></td><td>6 July</td></tr><tr><td>Monday 10 August</td><td>Salfords Village Hall</td><td>TBC whether held</td><td>3 August</td></tr><tr><td>Monday 14 September</td><td>Emmanuel Church</td><td></td><td>7 September</td></tr><tr><td>Monday 12 October</td><td>Salfords Village Hall</td><td></td><td>5 October</td></tr><tr><td>Monday 9 November</td><td>Salfords Village Hall</td><td></td><td>2 November</td></tr><tr><td>Monday 14 December</td><td>Emmanuel Church</td><td></td><td>7 December</td></tr></tbody></table> <p>* Easter Sunday 5 April 2026 ** Bank holiday – Dates may change ** Surgeries are being conducted in the rear hall at Salfords village hall on the Monday before the Council meeting. They start at 6.30pm and plan to finish at 7pm but will last longer if required.</p> Action <ul style="list-style-type: none">CM to communicate 2026 dates accordingly	Date	Location		Surgeries ***	Monday 12 January	Salfords Village Hall		5 January	Monday 9 February	Salfords Village Hall		2 February	Monday 9 March	Emmanuel Church		2 March	Monday 13 April *	Salfords Village Hall	Parish Assembly	6 April**	Monday 11 May	Salfords Village Hall	Annual	4 May**	Monday 8 June	Emmanuel Church		1 June	Monday 13 July	Salfords Village Hall		6 July	Monday 10 August	Salfords Village Hall	TBC whether held	3 August	Monday 14 September	Emmanuel Church		7 September	Monday 12 October	Salfords Village Hall		5 October	Monday 9 November	Salfords Village Hall		2 November	Monday 14 December	Emmanuel Church		7 December	
Date	Location		Surgeries ***																																																			
Monday 12 January	Salfords Village Hall		5 January																																																			
Monday 9 February	Salfords Village Hall		2 February																																																			
Monday 9 March	Emmanuel Church		2 March																																																			
Monday 13 April *	Salfords Village Hall	Parish Assembly	6 April**																																																			
Monday 11 May	Salfords Village Hall	Annual	4 May**																																																			
Monday 8 June	Emmanuel Church		1 June																																																			
Monday 13 July	Salfords Village Hall		6 July																																																			
Monday 10 August	Salfords Village Hall	TBC whether held	3 August																																																			
Monday 14 September	Emmanuel Church		7 September																																																			
Monday 12 October	Salfords Village Hall		5 October																																																			
Monday 9 November	Salfords Village Hall		2 November																																																			
Monday 14 December	Emmanuel Church		7 December																																																			
		CM																																																				

25/11-012	Finance Matters – Parish Council and Village Hall	
A	Statements of Income and Expenditure for October 2025 for S&SPC (£110,366.31) and the Village Hall (£2,286.01) were noted and approved.	
B	<p>List of cheques/DD for S&SPC and the Village Hall for October 2024 were noted and approved: -</p> <p><u>S&SPC</u></p> <ul style="list-style-type: none"> - 2 DD, 1 TV and 11 online payments were issued for a total amount of £6,251.49 <p><u>Village Hall</u></p> <ul style="list-style-type: none"> - 3 DD, 4 online payment and 1 TV were issued for a total amount of £2,339.31 	
C	Councillors noted bank reconciliation for October 2025 was signed off by CC.	
D	<p><u>Bollards West Avenue</u></p> <p>Cllr Baart had shared the cost for installing two bollards on the east side of West Avenue to prevent vehicles parking. Councillors agreed to fund these works at a cost of - £2,250 using CIL funds.</p>	
E	<p><u>Internal Audit</u></p> <p>Councillors agreed to appoint Peter Barclay as Internal Auditor for 2025/26 financial year.</p>	
F	<p><u>Budget</u></p> <p>The Clerk had prepared the accounts and budget for 2026/27 to help set the precept for 2026/27 at the December 2025 meeting. This information is provided in advance to give Councillors the opportunity to ask any questions and consider any funding requirements before setting the precept in December.</p> <p>WC asked Councillors to review the information and if they had any questions to raise with CM or himself prior to setting the proposed precept at the December meeting.</p> <p>Councillors noted that the current precept does not cover all the proposed costs for running the Council. However, Council's reserves are high even though there are important projects planned for now and the future. Council agreed for CM to prepare the precept setting with an increase in line with inflation and dependent of outcome from the budget.</p> <p>Action</p> <ul style="list-style-type: none"> ▪ All to review budget information and provide CM/ WC with feedback and comment. ▪ CM to finalise budget with recommendations for precept setting including ring-fencing reserve funds for 2026/27 	<p>All</p> <p>CM</p>
25/11-013	Correspondence	
	<p>The Clerk advised of the correspondence received in Oct /Nov 2025: -</p> <p>07/10/25 – Loveworks October update</p> <p>09/10/25 – GTR Annual stakeholder survey</p> <p>10/10/25 – Email to RBBC from Sidlow resident re planning matters</p> <p>10/10/25 – RBBC Mayoral matters</p> <p>13/10/25 – GACC Newsletters</p> <p>13/10/25 – Whitebushes Partnership Updates</p>	

	<p>14/10/25 – Surrey Nature Partnerships - Small Grants Scheme up to £5000</p> <p>15/10/25 – Community Rail News - 1 October 2025</p> <p>15/10/25 – Honeycrock Lane closure - 10.11.25 Network Rail works</p> <p>15/10/25 – Read all about it! Latest update from Surrey Community Action.</p> <p>15/10/25 – Partners' Platform October 2025</p> <p>16/10/25 – ANCF meeting - save the date 6/11/25</p> <p>17/10/25 – SCC Warm Welcome 2025-26 - venue guide and updates</p> <p>17/10/25 – Support request from SCC Greener Futures Team</p> <p>20/10/25 – Surrey Community Action community buildings Newsletter</p> <p>20/10/25 – Gatwick's Airspace South Airspace Change ACP-2018-60</p> <p>20/10/25 – SCC newsletter - Enjoy Surrey's countryside this autumn</p> <p>20/10/25 – Freedom of Information Request – Parish Council info</p> <p>21/10/25 – Your Station Your Community 2026/27 - funding round opens</p> <p>23/10/25 – Walk Leader catch-up & YMCA East Surrey Annual Showcase</p> <p>23/10/25 – News from the RBBC Community Partnerships team</p> <p>23/10/25 – Surrey Hills - People Matter - October 2025</p> <p>23/10/25 – Charlwood PC Meeting re: Gatwick Plans 26/11/25, 7pm</p> <p>27/10/25 – Wreath making workshop 28/11/25, Mayor's charity</p> <p>28/10/25 – Surrey's Local Government Reorganisation Announcement</p> <p>29/10/25 – Local Government Reorganisation Meeting 11/11/25</p> <p>29/10/25 – Christmas Wishlist and Christmas Wrapping event</p> <p>29/10/25 – Community Rail News - 29 October 2025</p> <p>29/10/25 – Confirmation of draft proposals for RBBC CGR</p> <p>31/10/25 – A New Tandridge District Local Plan</p> <p>01/11/25 – November Charlwood Parish Pump</p> <p>03/11/25 – CAGNE Legal Challenge Filed Against Gatwick Airport</p> <p>04/11/25 – RBBC Community Asset transfer consultation</p> <p>04/11/25 – Loveworks newsletter</p> <p>04/11/25 – Borough e-news:</p> <p>05/11/25 – GTR annual stakeholder survey</p> <p>05/11/25 – Reigate & Banstead November Business e-bulletin</p> <p>07/11/25 – Sidlow Community association - Sidlow Neighbourhood plan</p> <p>Various – Resident concern about development of land west of Salfords</p> <p>Various – GATCOM / Various – NALC updates</p> <p>ML asked about the Sidlow Community Association submission for their Neighbourhood Plan. BB explained an email had been sent to all Sidlow residents on 26/8/25 and a meeting was held on 3/9/25 to formulate a plan.</p> <p>Councillors agreed to submit a copy to Steve Tilbury and to write to Sidlow Community Association to confirm this would be encompassed with the NHP.</p> <p>Councillors noted the other correspondence and agreed no further action was required.</p> <p>Action</p> <ul style="list-style-type: none"> ▪ CM to send Sidlow Community Association NHP to S Tilbury ▪ CM to acknowledge Sidlow Community Association NHP confirming action taken. 	CM CM
25/11-014	Clerk Report	
A	<p>Salfords Village Hall</p> <p><u>Electrical</u></p> <p>The annual electrical test was complete. Councillors agreed for Power Demand to carry out the following remedial works required with maximum costs just under £400: -</p>	

B	<ul style="list-style-type: none"> - Replace annex emergency light (broken cover) - Replace kitchen emergency light (faulty) and possible re- wiring correctly - Replace external emergency light (faulty) - Replace fire alarm panel battery <p><u>Annual gas checks</u> The annual boiler service and gas safe certificates had been completed. CM had arranged for the two terminal guards to be replaced as they had shown as an advisory. Councillors approved cost of purchase for £24.99.</p> <p>Salfords Re-cycling Bins by Shops RBBC has confirmed the recycling bins near the parade of shops were removed following a borough-wide review of communal recycling sites. This was done to address issues such as contamination and misuse, and to improve overall waste management.</p> <p>Action required by Council</p> <ul style="list-style-type: none"> ▪ CM to arrange for electricians to conduct necessary work 	CM
25/11-015	Urgent matters at discretion of Chairman	
	WC thanked everyone for attending and as there being no urgent matters WC declared the meeting closed.	

APPENDIX A- LIST OF PAYMENTS MADE IN OCTOBER 2025

List of Cheques/ DD's/ BACS Paid Out to 31 October 2025			
Salfords and Sidlow Parish Council			
		VAT	Total
DD	BT -Telephone and Broadband		
	Invoice No M033 1C 28/9/25 £48.81 +£9.76 VAT = £58.57	£9.76	£58.57
BACS 1336	HMRC - Tax/ NINO contributions - £2284.79		£2,284.79
BACS 1337	Caroline Clarke - coffee morning expenses 34.90	£2.00	£34.90
BACS 1337	Caroline Clarke - Diwali food expenses £63.35	£0.00	£63.35
BACS 1338	Bob Barnes - Expenses for printing fireworks flyer - £62.50	£0.00	£62.50
BACS 1339	Emmanuel Church - 2026 annual hall hire for council meetings x 4	£0.00	£140.00
BACS 1340	SLCC - Annual Clerk membership - 06/10/25 - MEM250993-1 - £300	£0.00	£300.00
TV	SVH - VAT refund	£0.00	£293.42
BACS 1341	Claire Minter - expenses - hanging baskets - £43	£0.00	£43.00
BACS 1342	Caroline Clarke - Diwali - expenses £2.95	£0.00	£2.95
BACS 1343	Furniture at Work - 6 x folding sqaure tables for hall from CIL funding		
	29/10/25 - 1002330871 - 492+ £98.40 VAT = £590.40	£98.40	£590.40
BACS 1343	Asian Social Group grant donation for Diwali event - £85	£0.00	£85.00
DD	NEST - Clerks Pension scheme contribution October 2025		
	Employer £71.51 + Employee £95.35= £166.86	£0.00	£166.86
BACS	Mrs. C. Minter - Salary October 2025 - £1,738.26 & Sep O/T 1,165.50 =		
	£2903.76 less tax £534.20 NI £148.46 and Pens £95.35= £2,125.75	£0.00	£2,125.75
		£110.16	£6,251.49
Salfords Village Hall			
		VAT	Total
BACS 686	ASF Cleaning - 30/09/25 - 63081 £288.87+ £57.77 VAT = £346.64	£57.77	£346.64
BACS 687	JMS Professional Janitorial Supply - cleaning supplies		
	19/09/25 - 1285993/ 6087 - £33.98 + £6.80 = £40.78	£6.80	£40.78
BACS 688	Power Demand - Annual electrical test - emergency light/ fire alarm/ PAT		
	21/10/25 - J02401 - £405 + £81 VAT = £486	£81.00	£486.00
BACS 689	Paul Edwards - Acoustic panel sample £12.50 + £2.50 VAT = £15	£2.50	£15.00
DD	SES Water	£0.00	£31.00
DD	Engie - Gas Bill 09/10/25 - £245.88+ £12.99= £258.17 - in credit	£12.29	£38.52
DD	Engie - Electric Bill -14/10/25 - £275.34 + £13.77= £289.11	£13.77	£289.11
TV	Clerks % salary - 1/3	£0.00	£1,092.26
		£174.13	£2,339.31

APPENDIX B- PLANNING APPLICATIONS IN OCTOBER AND NOVEMBER 2025

Ref	Date	R&BBC Officer	Address	Proposal	Parish Council Decision
25/01822/H HOLD	13/10/25	James Amos	The Burrow 27 Woodside Way Salfords Surrey RH1 5BD	Double storey side extension and single storey rear and front extensions	No observation
25/01884/TP O	20/10/25	Guy Stephens	Jomaral 9 Bonehurst Road Salfords Surrey RH1 5ED	(T1) oak tree- reduce side over boundary and house by 2m to a height of 14m, shape into top by 1m to a height of 16m (no height reduction) leaving branch length at 5m. (T2) oak (dyeing) reduce side over garden and boundary by 2m leaving branch length at 5m	No observation
SCCRef- 2025-0148 RBBC Ref 25/01888	21/10/25	Janine Wright	Land at Salfords Depot, Salbrook Road, Salfords, Surrey RH1 5GJ	Development of waste transfer station and associated workshop, depot, wash bay, weighbridge, site officers, hardstanding, car and HGV parking, skip and container storage, drainage, landscaping, acoustic barrier fence and boundary treatment.	No objection provided the operations do not have an unreasonable negative impact on the nearby houses – see below
25/01176			Ambleside 25 Brighton Rd	Porch and conservatory	No observation

SCCRef-2025-0148 RBBC 25/01888

Councillors discussed this application at length when we met last Monday and agreed to say we have no objection provided the operations do not have an unreasonable adverse impact on the nearby houses.

The application site has had various commercial uses for decades but there have not been noisy, smelly or dusty uses for 20 years or more.

There are residential properties in Westmead Drive and Southern Avenue to the north of the site.

The parish council believes the long-standing relatively low intensity use of the site and the legitimate interests of both the applicants, and the residents must be recognised and taken into account when deciding this application.

Grundon's have engaged with the Parish Council and arranged site visits to two of their sites. The visits gave a good idea of the likely impacts on residents and what measures might be needed if the proposed use is to be acceptable.

The application site has been used as a depot for the applicant's vehicles, but it has never been used a Waste Transfer Station, this application is for a completely new layout and use therefore this application should be treated as new or at most marginally retrospective.

The residential properties are currently not routinely affected by noise, dust or odour from the Day Aggregates operation or by the movement of Grundon's vehicles. However, the application for a Waste Transfer Station is for significantly more activity closer to the houses and the prospect of more noise and disturbance to nearby properties has to be considered.

Waste materials storage and handling would be undertaken inside the building however site visits to Grondon's Slough and Banbury sites showed some materials were tipped onto the ground outside and pushed by wheeled handling machinery into the building.

Attached to the north of the Waste Transfer Station, is a vehicle workshop which will keep one roller-shutter door open when noisy works are in operation.

Loaded waste vehicles would enter and leave the site by the southern entrance, but their overnight parking would be on the depot section to the northern part of the site accesses via the northern entrance. Some manoeuvring, including reversing, is inevitable.

The Supporting Statement says there would be no handling of biological or food waste. Odorous waste would normally be separated and removed from the Site within 24 hours, or would be stored within a sealed container within the WTS and removed from the Site as soon as practicable

Likely sources of adverse impact.

Noise from vehicles entering, leaving and manoeuvring near and within the site.

Noise from operations within the site including loading, unloading, and bulking of waste.

Noise from the workshop

Dust

Odour

Lighting

Noise

The early start time of 4am for HGVs leaving the site is reasonable provided they all leave in forward gear and do not make any movements which have reversing beepers going. HGVs accessing at 4am is too early. The layout of the waste transfer area and the HGV/Container area mean there will inevitably be reversing movements with beepers going. HGV access should not start before 8am

Loading, unloading, bulking and associated vehicle manoeuvring is likely to be noisy and include reversing beepers. None of this should take place outside the Waste Transfer building before 9am and after 5pm.

Vehicles entering and/or leaving the workshop are likely to do so using reverse gear including reverse beepers. The workshop building will keep one roller-shutter door open when noisy works are in operation. No noisy workshop activity should take place before 8am.

The 2.8m high acoustic fence should continue to the road to Days site to screen residents at the southern end of Southern Avenue from noise from the site.

A noise monitor at the location shown as the Baseline Noise Monitoring Location and records of the noise levels should be kept in place at all times the site is operating.

Dust. Sources of dust should be identified, and suitable suppression must be available for use at any time it is required.

Odour should be minimised, adverse impacts from odour will be unpleasant and possibly harmful to people on site as well as elsewhere and should be dealt with immediately.

Lighting All lighting should be directed to avoid affecting any of the nearby residential properties and should be designed to have minimal effects on wildlife.

APPENDIX C – TO DO LIST

Ref	Date	Action	Who	Update	Complete
25/10-07	13/10/25	Clerk to respond 8 planning applications	CM	Submissions sent	Closed
25/10-07	13/10/25	Clerk to advise GACC and CAGNE of grant donation and make payments of £2,500 to each organisation	CM	Confirmed but additional information received so agenda item	Closed
25/10-08	13/10/25	CM to purchase Charle Arnold Baker booked when new edition released.	CM	Contacted publisher	
25/10-09	13/10/25	All to review public consultation session feedback and collate summary and adapt policies accordingly	ALL	Feedback provided. Agenda item	Closed
25/10-09	13/10/25	KD to share vision and policies with All	KD	Information shared	Closed
25/10-09	13/10/25	KD to advise CM what parish specific data is required from RBBC	KD/CM	RBBC advised by KD	Closed
25/10-09	13/10/25	KD to finalise first draft of plan and PE to prepare document with embedded maps and detail	KD	Detail included	Closed
25/10-09	13/10/25	CM to submit draft plan to RBBC for initial review	CM	Draft plan submitted and comments received	Closed
25/10-09	13/10/25	KD/CC and CM to prepare marketing strategy for 6-week consultation	KD/CC/CM	Agenda item	Closed
25/10-09	13/10/25	KD/CM to prepare questions for 6 months consultation and PE to prepare layouts	KD/CM	Agenda item	Closed
25/10-10	13/10/25	KD/CM to organise daffodil planting event	KD/CM	Event held – 1000 bulbs planted	Closed
25/10-10	13/10/25	All to advise if they can attend daffodil planting on 25/10/25	ALL	Confirmed	Closed
25/10-10	13/10/25	CC/CM to organise Diwali event	CC/CM	Event held – 30 attended	Closed
25/10-10	13/10/25	CC/CM to organise Christmas event	CC/CM	Scheduled for 8/11/25	Closed
25/10-10	13/10/25	BB/CM to arrange firework event and borrow gazebos from hall	BB/CM	Event held	Closed
25/10-10	13/10/25	BB/CM to arrange to purchase flowers/ plants for Sidlow entrance	BB/CM	Scheduled 9/11/25	Closed
25/10-10	13/10/25	CM/CC to work with Salfords Social Club for 2026 Community event	CM/CC	Planning to start	Ongoing
25/10-1	13/10/25	CM to appoint and book in Tresan Roofing to also carry out roof repairs	CM	Scaffold up and repairs started	Closed
25/10-11	13/10/25	CM to appoint and book in Fry Window Controls to service high level windows and use CIL funding for payment	CM	Booked in for 21/11/25	Closed
25/10-11	13/10/25	CM to appoint and book in Gallant Interiors to decorate the hall use CIL funding for payment	CM	Painting to start end October	Closed
25/10-11	13/10/25	PE/CM to explore options for acoustic wall coverings to protect walls	PE/CM	Sample panels ordered for £15	Closed
25/10-11	13/10/25	CM to purchase smaller tables and use CIL funding for payment	CM	Tables purchased	Closed
25/10-11	13/10/25	CM to arrange electrical testing for 15/10/25	CM	Testing completed. Additional works required	Closed
25/10-12	13/10/25	All to submit project plans for budget inclusion	ALL	Complete agenda item	Closed
25/10-12	13/10/25	CM to prepare budget for November meeting	CM	Complete Agenda item	Closed
25/10-13	13/10/25	CM to submit request to install double yellow lines on junction of Park View Road with Lodge Lane	CM	Request submitted	Closed
25/10-13	13/10/25	CM to send letter of support to the petition for the A217 crossing at Ironsbottom	CM	Letter submitted	Closed
25/04-007	14/04/25	CM to speak with SCC and R&BBC to understand processes for waste management monitoring	CM	Email sent to SCC 23/4/25 – wait response	
24/03/011	11/03/24	PE to explore options for improving acoustic sounds in rear hall	PE	Superseded 25/10-11	Closed

Salfords and Sidlow Parish Council Minutes

Confidential Matters

Salfords village hall, Salfords

10 November 2025

1.	Clerk, Claire Minter, annual appraisal WC has carried out the Clerk's annual review with input from Councillors which has been positive. Council noted and approved that any overtime will be paid at time and a half or taken off in lieu.	
2.	Salfords village hall The tender reviews for soffit and fascia and new forecourt were deferred because not all estimate had been sent by the Contractors.	