



## **SALFORDS AND SIDLOW PARISH COUNCIL – AGENDA**

Residents of Salfords and Sidlow Parish Council are invited to attend the meeting to be held on Monday 11 May 2026 at 7:30pm at Salfords village hall - rear

*Signed: Claire Baller, Clerk to Salfords and Sidlow Parish Council, 5 May 2026*

1.	<b>Election of Chair for 2026/27 and delivery by Chair of his/ her declarations of acceptance of office</b>
2.	<b>Election of the Vice-Chair for 2026/27</b>
3.	<b>Election of Chair and Vice Chair for 2026/27 for Councillor surgery/ Planning</b>
4.	<b>To receive apologies for absence</b>
5.	<b>Code of Members' Conduct - Declaration of Interest</b> To receive disclosure of any changes to Councillor's Notification of Disclosable Pecuniary & Other Interests Forms and to receive disclosure by Councillors of any Disclosable Pecuniary Interests and/or other interests arising under the Code of Conduct in respect of any items on the agenda.
6.	<b>Public Notices</b> <ul style="list-style-type: none"><li>- Family Playgroup – Wednesday 13 May - 10.30m to 12.00pm - Salfords Village Hall (SVH)</li><li>- Councillors Surgery – Monday 1 June – 6.30pm to 7pm – SVH</li><li>- East Surrey YMCA Wellbeing Walk - Salfords Stroll – Friday 5 June – 9.45am – SVH</li><li>- Coffee Morning - Friday 5 June – 11am to 12.30pm – SVH</li><li>- Parish Council Meeting – Monday 8 June at 7.30pm – Emmanuel Church, Sidlow</li><li>- Salfords community day - Saturday 13 June 1pm to 5pm - Salfords social club</li><li>- Sidlow community day – Saturday 27 June – Bures Manor – 2pm to 7pm</li></ul>
7.	<b>Public Session (a maximum of 15 minutes)</b> To answer any questions from residents within Salfords and Sidlow Parish Council in accordance with Standing Orders
8.	<b>Acceptance of Last Minutes</b> To approve and sign the minutes of the meeting held on 13 April 2026
9.	<b>To receive and approve the 2025/26 Annual Report – see separate report</b>
10.	<b>Appoint representation to work with local organisations and external bodies and agree process for reporting back - See Clerk report</b>
11.	<b>Agree Council's and/ or employees' memberships of other bodies – see Clerk report</b>
12.	<b>Policies and Procedures– see Clerk report</b> To approve annual policies and procedures for Parish Council
13.	<b>Planning/ Enforcement and Aviation Matters</b> <ul style="list-style-type: none"><li>- To review and agree responses to Planning/ Licence Applications received in April/ May 2026</li><li>- To review planning decisions made by R&amp;BBC and agree if any action required</li><li>- To note update on enforcement issues and agree any actions of costs</li><li>- To consider resident request to assist to fund Picketts Lane Plot 2 JR</li><li>- To note and approve donation to Plane Injustice and consider further grant funding</li><li>- To consider request from GACC for further funding</li></ul>

14.	<p><b>Meeting Reports</b></p> <p>To review meetings attended and agree if any decisions, action or financial approval are required: -</p> <ul style="list-style-type: none"> <li>- 22/04/26 – RACC – JB</li> <li>- 11/05/26 – Salfords Social Club tree planting with SCC – CB</li> </ul>
15.	<p><b>Neighbourhood Plan</b></p> <ul style="list-style-type: none"> <li>- To note and approve the appointment of Feria Urbanism to create design code</li> <li>- To review latest situation and agree next steps, approve any costs and agree timescales</li> </ul>
16.	<p><b>Community Updates</b></p> <p>To receive community updates and agree proposals and costs as required: -</p> <ul style="list-style-type: none"> <li>- YMCA East Surrey Wellbeing walk – Salfords stroll</li> <li>- Coffee morning</li> <li>- Family play group – 13/05/26</li> <li>- Community Garden re-opening 28/5/26</li> <li>- Community Day – Salfords Social Club – 13/06/26</li> <li>- Sidlow Community Day – 27/06/26</li> </ul>
17.	<p><b>Finance Matters – Parish Council and Village Hall – see attached Clerk report</b></p> <ul style="list-style-type: none"> <li>- To review and agree with the Statements of Income and Expenditure and Lists of cheques /DD/BACS for April 2026</li> <li>- To note bank reconciliation has been signed off for 30/04/26</li> <li>- To approve Members Allowance Scheme for 2026/27</li> <li>- To review and confirm how Council and hall payments will be approved and who should be bank signatories for Parish Council and village hall accounts</li> <li>- To review and agree DD/SO payments for Parish Council and village hall</li> <li>- To note and receive Internal Auditor report for 2025/26 and agree recommendations</li> <li>- To formally appoint Internal Auditor for 2026/27</li> <li>- To review and approve the accounts for the Annual Governance and Accountability Return 2025/26 (AGAR) <ul style="list-style-type: none"> <li>1. by approving the Annual Governance statement for 2025/26</li> <li>2. by approving the accounting statements for 2025/26</li> </ul> </li> <li>- To note receipt of funding from Plane Justice</li> <li>- To consider grant request from Salfords Social Club for new club sign</li> </ul>
18.	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>- To update the Council on key correspondence received in April / May 2026 and gain agreement on any decision required.</li> </ul>
19.	<p><b>Clerk Report</b></p> <ul style="list-style-type: none"> <li>- To receive Clerk Report and updates on matters arising including provision of new website and email hosting to reduce long term costs and gain agreement on any decisions required.</li> </ul>
20.	<p><b>Urgent matters at the discretion of the Chairman for noting and for inclusion on a future agenda</b></p> <ul style="list-style-type: none"> <li>- Please advise Chairman prior to the meeting</li> </ul>

*Members of the Public can view any attachments by email request to the Clerk.*

*If you wish to attend the Parish Council Meeting please contact the Clerk, Mrs Claire Baller on email [clerk@salfordsandsidlowpc.org.uk](mailto:clerk@salfordsandsidlowpc.org.uk) in advance of the Meeting in order that suitable access can be made available.*