



CLERK REPORT – 9 FEBRUARY 2026 TO BE READ IN CONJUNCTION WITH THE AGENDA

3. Public Notices - For Information Only

- Family Playgroup – Wednesday 11 February - 10.30m to 12.00pm - Salfords Village Hall (SVH)
- Councillors Surgery – Monday 2 March – 6.30pm to 7pm – SVH
- East Surrey YMCA Wellbeing Walk - Salfords Stroll – Friday 6 March – 9.45am – SVH
- Coffee Morning - Friday 6 March – 11am to 12.30pm – SVH
- Coffee Morning – Friday 10 April – 11am to 12.30pm – SVH (2nd Friday – Easter)
- Parish Council Meeting – Monday 9 March at 7.30pm – SVH
- Spring Litter Pick – Saturday 21 March – 10am to 11.30am – SVH
- Baby and toddler tabletop sale - Saturday 21 March – 10am to 11.30am – SVH
- Salfords community day - Saturday 13 June 1pm to 5pm - Salfords social club
- Sidlow community day – Saturday 20 June – Venue and time TBC

6. Planning/ Licence Applications, Enforcement and Aviation Matters

See separate planning list and decision sheets.

Land West of Salfords

Morengo Communications, on behalf of Crest Nicholson, has requested a meeting with S&SPC to discuss the proposed development of land west of Salfords. Meeting is set for Weds 18 Feb 7.30pm in rear hall at SVH. Horley TC also invited.

Land East of Salfords

Cratus Group, on behalf of LSL Partners, has made contact in respect of proposed development for a highly sustainable new neighbourhood of up to 600 homes, new community facilities and new public open space at Land East of Salfords. The site is directly connected to the eastern side of Salfords train station, and 50% of the homes on the site will be provided as Affordable Homes for sale or rent.

In the coming weeks, LSL Partners will submit a request for an Environmental Impact Assessment (EIA) 'Scoping Opinion' from R&BBC.

Enforcement Updates

Picketts Lane

Cllr Chester has seen the case officer (James Amos). He advised that he had written to the applicants (on Wed 29th Jan) asking for a Planning Statement to set out their views on why the conditions should be removed.

Once R&BBC receive that Statement, James will add the application to the agenda for Forum for discussion. Following this Cllr Chester expects there will be a strong feeling that the case needs to go to Committee (if there is not delegated refusal).

Action required by Council

- To review planning and planning decisions and agree any action required
- To note meeting with developer for land west of Salfords will be scheduled with Horley TC
- To discuss and agree whether Council wants to meet with Developer re land east of Salfords
- To review any updates on Enforcement cases

7. Meeting Reports

20/01/26 - SALC Clerks meeting – CB

21/01/26 - SALC Councillor meeting -

29/01/26 – Emergency Planning review with SCC – CB

03/02/26 – Town and Parish Councils - Neighbourhood Area Committees Seminar 2 - LGR preparation - CB

06/02/26 – RBBC/S&SPC meeting – WC/JB/SR/KD/CC/BB/CB

SALC Clerks meeting/ SALC Councillor meeting



SALC Cllrs Forum
Presentations - January

Emergency Planning review with SCC

CB met with Greg Yeoman, SCC Community Resilience and Data Officer, to discuss S&SPC being a pilot hub for emergencies. CB has been part of the project for the last year on and off when availability allowed.

Surrey Local Resilience Forum (LRF) is working with the National Consortium for Societal Resilience (NCSR) to pilot the development of a community emergency hub. The idea is to start with six to test the approach, and then if it is successful the aim to introduce them across the county.

The proposal is that after initial guidance and discussion with the LRF, the community sets up and manages the hub with its own resources, as a place where the community can come together safely to coordinate activity and share information during the response to an incident or disruption. Involvement from official responders would be minimal, although the hub can be a useful contact point between the official and community side.

The project is at a very early stage at the moment. A small steering group from LRF partners is established to discuss the approach, develop the message to community groups, and to set the pilot areas.

The emergency hubs are distinct from emergency assistance centres and official rest centres, etc.

Objectives and roles

SCC/RBBC and emergency services aren't the only ones who respond to a disruption.

Communities will very often self-organise quickly during an incident, drawing on local networks, skills and experience. A community emergency hub can provide a way to coordinate this activity in an organised and safe way, while acting as a contact point between the community and official responders.

Surrey is establishing Community Emergency Information Hubs (CEIHs). Much like Warm Welcome spaces, CEIHs are rooted in local communities and are run by and for local people. They build on the idea that neighbours often support one another first, especially in the early stages of an incident — and that having a coordinated, welcoming space makes that support more effective. The Community Emergency Hub has the objectives to:

- Provide information and advice to the community.
- Focus the community response on using what is available to give the most help.
- Match peoples' needs with offers of help.
- Provide a safe and supportive gathering place.
- Connect the community with the local council and emergency services.

Official involvement in the hub is minimal. The location is chosen by the community and community members assume the roles needed to help the hub function. Individuals are not tasked

to do anything by the local authority or other official responders. Official comms can help promote and share information on what the community is doing and where, and individuals will make up their own minds on whether to get involved or not.

The Hub consists essentially of a place and a container. The container will have community maps, stationery, a radio, a user guide and safety briefing (drafted by NCSR), and lanyards for Community Emergency Hub roles which should be worn when on duty.

The following roles have been identified:

- Hub Coordinator.
- Information.
- Communications.
- Needs and Offers.
- Reception.(meet and greet)

The roles can be filled by anyone who feels comfortable and competent – the individuals present will decide between themselves, and the role can be switched between individuals as the incident progresses. Assuming a role does not confer any legal powers onto the individual.

NCSR has prepared more information describing how hubs can operate, and the activities associated with individual roles. You can see more on this brief video [Video](#)

S&SPC is mainly already there with our emergency plan but we would include having a few more things in the 'emergency box' – wind up radio/ map of area/ lanyards prepared with different roles explained/ stationery/ safety briefing, etc. We would then need to engage with our community to let them know we are one of the pilots (could cover at a coffee morning and on the community day).

Town and Parish Councils - Neighbourhood Area Committees Seminar 2 - LGR preparation
Notes to be circulated or verbal update at meeting

RBBC/S&SPC meeting
Notes to be circulated or verbal update at meeting

Action required by Council

- Council to agree to be a pilot for the Community Emergency Information hub
- To note meeting updates and agree if any action is required

8. Neighbourhood Plan

We are at Stage 4 Preparation Stage- creating Draft Neighbourhood Plan prepared by local community.

Stage 5 – Regulation 14 Pre-submission - minimum 6 week public consultation on draft plan.

At the December meeting it was agreed to take small parts of the plan away to look at specific policies relevant to our area using the various headings in our draft plan but concentrating on: -

- Wildlife corridors – WC – draft complete
- Character of Sidlow - BB
- Community – CC – draft complete
- Urban/ rural density - KD
- Play provision - ML
- Industrial – PE/ JB – draft complete
- Showman sites – WC
- Transport – SR – draft prepared

I sent Steve the draft policies and his feedback was it would very useful for the parish council to have a look at the consultation draft of the new NPPF. He said this is going to have the effect of significantly limiting the scope for neighbourhood plans to cover policy issues being dealt with at a national level.

Some of what we've already prepared seems to him very likely to be 'caught' by the limits the government proposes to put in place.

What the government wants neighbourhood plans to concentrate on are the specifically local, site and 'asset' related issues which won't be dealt with elsewhere. It's not easy to be sure where the boundaries will lie once the new NPPF is in operation, but it is a significant change.

Steve's daily rate is £500 (hourly £65) and once we have all the policies ready he'd be happy to give a firmer estimate of the time it would take. Steve thinks two days at the most including a meeting.

Action required by Council

- All to create and finalise policies, for various headings of NHP, to be collated and reviewed by each other.
 - All to review timescales for collation of data to bring to one cohesive plan and prepare for Stage 5 public consultation
-

9. Community Governance Review

The consultation closed on 16/1/26.

Keeping this on the agenda if there is anything we need to do or want to comment on.

Action required by Council

- Council to agree if any further action is required
-

10. Route 4 Change consultation

Link to consultation [Route 4 consultation](#)

Action required by Council

- Council to agree how to collate information for final submission
 - Council to consider what to inform residents for S&S Newsletter and agree who to write article
-

11. Civility and Respect Pledge

Definition of Civility and Respect - Civility means politeness and courtesy in behaviour, speech, and in the written word.

Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people's feelings, following protocols and rules, showing appreciation and thanks, and being kind.

What NALC says

Introducing the Civility and Respect Pledge

SLCC, NALC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

There is no place for bullying, harassment, and intimidation within our sector and signing up to the Civility and Respect Pledge is one of the ways a council can demonstrate that it is committed to standing up to poor behaviour across our sector, and to demonstrating positive changes which support civil and respectful conduct.

By signing the Pledge, our council is agreeing that it will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles, and that it:

- has put in place a training programme for councillors and staff – We have
- has signed up to the Code of Conduct for councillors – We have
- has good governance arrangements in place including staff contracts and a Dignity at Work policy – we have
- will seek professional help at early stages should civility and respect issues arise – we would
- will commit to calling out bullying and harassment if and when it happens - we would
- will continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme – we have and are used as a role model
- supports the continued lobbying for change in legislation to support the civility and respect, including sanctions for elected members where appropriate -

[Brief video explanation for Civility and Respect Pledge](#)

Councillor's Statement of Assurance

The Improvement and Development Board has introduced the Councillor's Statement of Assurance. This initiative strengthens our commitment to creating positive, supportive and respectful parish and town council environments.

While parish and town councils can demonstrate their organisational commitment by signing the Civility and Respect Pledge, Councillors themselves must also personally commit to upholding these values in their daily work and interactions.

Councillors who lead with civility and respect set the tone for their council and help ensure that council meetings and decision-making are effective, inclusive and fair.

The statement is not a legal document or contractual obligation. It is a public affirmation of personal values and conduct. Together, the Councillor's Statement of Assurance and the Civility and Respect Pledge give parish and town councils and councillors the tools to create a positive and professional culture. Below is the statement: -

I confirm that I have read the council's Code of Conduct, including the principles of public life, and understand my obligations and the behaviour expected of me whenever I am acting as a councillor.

Understanding my duties as a councillor, I will adopt the principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership. I will also:

- Behave respectfully towards others, including those I disagree with.
- Uphold the values identified in my council's Code of Conduct.
- Attend training required by the council as part of my role as a councillor.

I will bring copies with me to the meeting for individual signing.

Action required by Council

- Council to sign up to the Civility and Respect Pledge
- Councillors to sign the individual Councillor's statement of assurance

12. Community Updates

Wellbeing Walk – Salfords Stroll

Verbal update at the meeting

Coffee mornings

Verbal update at the meeting

Family playgroup

January had seven families and 13 children

2026 Events

21/03/26 – Salfords Spring Litter pick - Salfords Village Hall (SVH)

21/03/26 – Table top sale with Infinity Space to Grow - Salfords Village Hall (SVH)

These will run side by side and CC and CB will attend. All planning is in hand.

Community Garden

This will re-open for the summer from Thursday 28 May starting at 2pm

13/06/26 – Community Day – Salfords Social Club

The event will be from 1pm to 5pm

The proposal will follow the usual format

There will be a band which we will financially contribute towards – usually £100.

A2Z flute choir will perform for an hour

Punch and Judy is booked and SSPC cover the costs –£120

There will be community group and craft stalls. Many confirmed already

The Parish Council will advertise the event with existing banners, flyers (circa £160), the S&S newsletter and social media.

I will be meeting with the social club to work through details in the next few months.

20/06/26 – Sidlow Community Day

Council to confirm to cover costs for printing to advertise and toilet hire as previous years

Remembrance

I can purchase lamp post poppies for £3 each. Recommend to purchase 100 which can go on lamp posts – maybe every third one – around Salfords village/ A23/ Ironsbottom and some lamp posts up the A217.

Action required by Council

- To note update on community updates and agree any decisions with costs
 - To note events for Spring 2026
 - To confirm continue financial support for Salfords and Sidlow community events
 - Council to agree to spend £300 on purchasing lamp post poppies
-

13. Financial Matters

- List of cheques issued, income and expenditure for Council and village hall for January 2026 as set out below.
- January 2026 bank reconciliation has been signed off
- Internal Audit appointment
- GACC/AEF Donation
- Sidlow Community Association Grant Request for refurbished BBQ

Internal Audit appointment

Peter Barclay has agreed to be our Internal Auditor for 2025/26 so Council to formally approve and to also agree to appoint for 2026/27.

GACC/ AEF Donations

To review to make ongoing annual donation to GACC and AEF for 2025/26 financial year
Previous GACC and AEF donations – 2023/24 and 2024/25 - £250

Sidlow Community Association (SCA) grant request

This was discussed at January council meeting. Councillors agreed further information for breakdown of new parts was required. WC advised he may be able to assist with the metal work. CB was requested to share the feedback and arrange for Sidlow Community Association to provide more detail.

Response received: -

'That is a very kind offer of assistance from Wayne, please extend our thanks to him. I have raised it with the member who is running the BBQ project and find that he has actually already gone ahead and carried out the refurbishment himself.

As you know, Sidlow Community Association had already purchased the BBQ, so we now feel we must reimburse the member for the new parts he has fitted to it. I understand if this puts the Parish Council in a tricky position regarding their support, as although the Association has not yet paid for the refurbishment, it is in reality a completed project.

We do still feel this is a worthwhile investment, and as you know it will be used to help raise money for the Association at future events. We would very much appreciate any contribution the Parish Council were able to make, but understand if it now falls outside of the normal grant policy.

To answer your question on the full breakdown of costs:

Initial purchase of BBQ TG160 – £200

New parts fitted (which will be reimbursed to member in due course):

- Burner c/w Mixer Tube (right side) - £249.99
- Burner c/w Mixer Tube (left side) - £249.99
- Control/Elbow, c/w Knob & Injector - £79.99
- Control/Tee, c/w Knob & injector - £84.99
- Grill Grate - £315.00

Total New parts: £979.96

Total BBQ cost including parts: £1,179.96

It appears there were other sundry parts required in addition (hoses, clips, regulator) which have effectively been donated by the member.

Action required by Council

- To approve the payments made and accounts for November 2025
- To note bank reconciliation for December 25 has been signed off
- To agree appointment of Internal Auditor
- To agree whether to make financial donations to GACC and AEF?
- To review grant request from Sidlow Community Association to assist with purchase and renovation of BBQ

Payments made January 2026: -

List of Cheques/ DD's/ BACS Paid Out to 31 January 2026			
Salfords and Sidlow Parish Council			
		<u>VAT</u>	<u>Total</u>
DD	BT -Telephone and Broadband		
	Invoice No M036 D9 28/12/25 £48.28 +£9.66 VAT = £58.57	£9.66	£57.94
BACS 1373	Inland Revenue - Tax and NI conts Oct to Dec 25	£0.00	£3,109.57
BACS 1374	Caroline Clarke - coffee morning expenses	£0.00	£31.75
BACS 1375	Amazon - Address labels £11.25 + £2.25 VAT = £13.50	£2.25	£13.50
TV	SVH - VAT refund	£0.00	£2,299.66
BACS 1376	Workplace Stuff - New Grit Bin for village hall		
	13/1/26 - 28024 - £81.98 + £16.40 VAT = £98.38	£16.40	£98.38
BACS 1377	Sidlow Community Association - Planning fee for Community Hub	£0.00	£503.00
BACS 1378	Zoom - annual renewal for conference meetings		
	28/01/26- 339504672 - £129.90 + £25.98 VAT = £155.88	£25.98	£155.88
BACS 1379	Names Co - Annual renew for domain name. website platform and build		
	28/01/26 - 9858698/700/701 - £900.57 + £180.12 VAT = £1,080.69	£180.12	£1,080.69
DD	NEST - Clerks Pension scheme contribution January 2026		
	Employer £60.52 + Employee £80.70= £141.22	£0.00	£141.22
BACS 1380	Mrs. C. Baller - Salary January 2026 - £1,738.26 & Dec O/T £799.20=		
	£1876.60 less tax £461 NI £119.16 and Pens £80.70= £1876.60	£0.00	£1,876.60
		£234.41	£9,368.19
Salfords Village Hall			
		<u>VAT</u>	<u>Total</u>
BACS 705	ASF Cleaning - 30/11/25 64190 £288.87+ £57.77 VAT = £346.64	£57.77	£346.64
BACS 706	Hall hire - Refund - £65	£0.00	£65.00
BACS 707	Claire Baller expenses for flex hose to repair water heater		
	20/01/2026 - Trade - - £6.67 +1.33 VAT = £8	£1.33	£8.00
DD	SES Water	£0.00	£31.00
TV	Clerks % salary - 1/3	£0.00	£951.84
		£59.10	£1,402.48

S&SPC Income and Expenditure for January 2026:-

SALFORDS & SIDLOW PARISH COUNCIL				
Accounts to 31 January 2026				
				FULL YEAR
RECEIPTS	April 25 to March 2026			2024/25
	Actual	Budget	YTD %	
Precept	48,997.20	48,997.20	100%	46,664.00
Grants	250.00	1,000.00	25%	26,180.00
CIL Grant	5,831.81	6,005.28	97%	15,473.77
Advertising in newsletter	436.00	750.00	58%	536.00
TV from SVH for Clerks % of salary, tax & NI	9,235.39	12,000.00	77%	11,767.84
General	43.00	50.00	86%	229.17
CCLA Transfer	40,000.00	30,000.00	133%	-
VAT Refund	7,144.24	8,000.00	89%	8,553.53
Total Income	111,937.64	106,802.48	105%	109,404.31
PAYMENTS				
General Administration				
Administration	4,928.21	4,000.00	123%	3,423.28
Postage	0.00	50.00	0%	17.85
Broadband and telephone	574.95	550.00	105%	408.39
Travel	79.80	100.00	80%	32.85
Members Allowances	200.00	200.00	100%	200.00
S142 - Newsletter	4,131.10	8,000.00	52%	7,544.94
Training	220.00	400.00	55%	242.68
Total General Administration	10,134.06	13,300.00	76%	11,869.99
Salary Payments				
Salary	16,593.67	23,000.00	72%	21,864.71
Pension contributions	1,240.89	2,000.00	62%	1,819.60
Inland Revenue	11,934.74	12,000.00	99%	10,670.21
Total Salaries	29,769.30	37,000.00	80%	34,354.52
Other				
Professional Services	670.00	850.00	79%	770.00
Rents/ Meetings	2,390.00	3,790.00	63%	3,790.00
Refund VAT to Salfords village hall	5,618.57	6,000.00	94%	6,717.91
S214 Emmanuel church	1,750.00	1,750.00	100%	1,500.00
Grants / Wellbeing	1,907.33	2,000.00	95%	1,883.35
S143 Payments Grants	1,556.46	1,550.00	100%	1,408.36
Community Grant & Crisis Scheme (Ringfenced £5,000)	120.60	2,000.00	6%	1,656.22
Election Costs - Ringfenced £3,000	0.00	0.00	0%	-
Planning/ Aviation Dev. - Ringfenced £20,000	6,626.00	2,000.00	331%	750.00
Salfords Village Hall	15,000.00	2,000.00	750%	26,003.32
Parish Council - Ringfenced £9,000	484.65	2,500.00	19%	1,093.13
Parish Council Centre - Ringfenced £10,000	0.00	0.00	0%	-
Community Recreation - Ringfenced £5,000	750.00	2,000.00	38%	1,901.51
Keeping Parish Tidy - Ringfenced £2,000	0.00	1,000.00	0%	1,017.01
Environmental Enhancements- Ringfenced £2,000	459.07	3,000.00	15%	2,913.26
Train Station Adoption (£928.65)	184.79	500.00	37%	25.00
CIL Payments-(R/F £17,437.94)	4,670.89	1,500.00	311%	-
CCLA bank transfer	40,000.00	40,000.00	0%	35,000.00
VAT Paid out	1,379.57	2,000.00	69%	2,281.19
		74,440.00		
Total Payments	94,867.98	124,740.00	76%	134,964.76
Receipts less payments	17,069.66	-17,937.52		-25,530.45
Balances B/F				
General Account	8,866.36			20,400.01
Ringfenced Funds (£57,066.79)		74,440.00		
CCLA Reserves	66,021.70	124,740.00		63,185.27
BALANCE	74,888.06			83,585.28

Village Hall Income and Expenditure for January 2026:-

SALFORDS VILLAGE HALL									
Receipts and Payments For the month ending 31 January 2026									
Receipts	2025/26	Budget	YTD %	2024/25	Payments	2025/26	Budget	YTD%	2024/25
Badminton	4,706.00	7,000.00	67%	7,173.00	30% Clerk salary	9,235.39	12,000.00	77%	11,737.84
Church	37.00	50.00	74%	289.00	Total Gen. Exp. & Maint.				
Keep fit	1,862.90	2,100.00	89%	2,088.50	Cleaning	3,283.45	4,500.00	73%	4022.82
Baby Group	2,124.50	3,500.00	61%	3,509.25	External Maint	7,974.71	2,000.00	399%	1,709.48
Martial Arts	1,085.00	1,300.00	83%	1,320.00	Internal Maint	8,694.02	2,000.00	435%	31,770.62
Dance practice	2,535.00	3,500.00	72%	3,648.00	Electrical maintenance	873.18	1,500.00	58%	2,459.64
Rear Hall	2,862.90	2,500.00	115%	2,227.70	General expenditure	39.14	500.00	8%	427.81
Rear Hall Parties	658.00	500.00	132%	291.00	Total Gen. Exp. & Maint.	20,864.50	10,500.00	199%	40,390.37
Main Hall Parties	5,702.00	5,000.00	114%	7,333.40	Admin. expenses	-	100.00	0%	-
General/ Grant/ TV	16,428.89	17,000.00	97%	24,380.00	Gas	3,794.49	9,000.00	42%	8,687.67
					Electric	2,123.78	4,000.00	53%	3,567.69
					Water Rates	250.00	200.00	125%	112.00
					Total Utilities	6,168.27	13,200.00	47%	12,367.36
Total Receipts	38,002.19	42,450.00	90%	52,259.85	Total hall running costs	36,268.16	35,700.00	102%	64,525.57
					Refunds (£550)	1,040.00	-		200.00
VAT refund	5,618.57	9,000.00	62%	6,717.91	VAT paid	3,182.68	9,000.00	35%	8,798.63
Bank Interest	-			-					
Gas refund	-			0					
Total Income	43,620.76	51,450.00	85%	58,977.76	Total expenditure	40,490.84	44,700.00	91%	75,324.20
					Balances				
					Net to bank account	3,129.92			
					Cash	-			-
					Premier A/C	6.33			6.19
					Current A/C	7,263.00			18,208.02
Balance b/f	22,092.86			16,435.63	Balance C/F	7,269.33			18,214.21

14. Correspondence received

09/01/26 – Complaint from resident about bad parent/ carer parking around Salfords primary school
12/01/26 – Notification of road works on Three Arch Road, Redhill 19/1/26 for 2 days
12/01/26 – Footpath maintenance group volunteering request from SCC Countryside access team
13/01/26 – WaterWise email - Protect our Rivers - Act now for your Community!
13/01/26 – Revised Sidlow Neighbourhood plan
13/01/26 – Copy email from Weald Action Group to SCC re HHDL planning application
13/01/26 – Shaping the future: Have your say on London Gatwick's Route 4 Airspace Change
14/01/26 – Woodhatch Partnership useful updates
16/01/26 – GATCOM
18/01/26 – GACC fund raising lunch 22 February
19/01/26 – SALC New Strong Vibrant Communities Report
19/01/26 – Help shape the Tandridge District Local Plan 2024-2044
19/01/26 – R&BBC - Borough's solar powered litter bins clean up with Green World Award!
20/01/26 – London Gatwick's Route 4 Airspace Change: Consultation Poster
20/01/26 – GATCOM - Route 4 ACP consultation
20/01/26 – R&BBC Community Centres Newsletter January 2026
20/01/26 – East Surrey Council Election: Candidate & Agents Briefing
21/01/26 – Copy email from Weald Action Group to SCC re Horse Hill Site Visit Request
21/01/26 – Community Rail News - 21 January 2026
21/01/26 – Request from resident for detail regarding water leak on Honeycrock Lane
25/01/26 – GATCOM response to DFT consultation on proposed changes to the Air Navigation Directions and Air Navigation Guidance
26/01/26 – RBBC Music Night and Comedy Night in aid of the Mayor's Charities
27/01/26 – Launch of R&BBC consultation to find out how people feel about living in the borough – closing date 23/2/26
27/01/26 – Resident email enquiring about PC decision on planning application requesting change
29/01/26 – Resident email about concerns for activity at 3 Honeycrock Lane

29/01/26 – Proposed 20mph Scheme around Salfords school- Engagement – closing date 26/2/26
29/01/26 – Notification of Horley Health & Wellbeing Neighbourhood February Meeting 3/2/26 9.30am
29/01/26 – GACC newsletter
29/01/26 – Resident concern re Route 4 Consultation
31/01/26 – Resident comment about 20mph introduction around Salfords school and proposed street school
31/01/26 – APCAG newsletter
02/02/26 – Surrey Matters
Various – GATCOM updates
Various – emails from residents raising concern about Plot 1 and Plot 2 Picketts Lane

Action required by Council

- To review correspondence and agree if any action to be taken
-

15. Clerk report and Action List

Salfords village hall

There was a leak from the water tank in the ladies toilet which damaged the ceiling.

Replacement hoses have been installed for £8 and the problem repaired.

I have asked the Painter/ Decorator to repair the ceiling and re-decorate as part of their works.

The main hall curtain pole has come off. I have asked the Contractor to purchase a heavy duty one and to install and re-hang curtains. I have also asked them to re-connect the brown high level curtains on the stage which have all come off hooks.

Bollards West Avenue

The date to supply and install two bollards on West Avenue by Salfords Primary School Old Caretaker bungalow on the opposite side of the crossing where two existing bollards are installed is expected to be 6/2/26. This has been paid from CIL funding by S&SPC for £2,250.

Action required by Council

- To note updates and agree any action required

See Appendix A for further info

Thanks, Claire 3/2/26

Appendix A – To Do list

Ref	Date	Action	Who	Update	Complete
26/01-006	12/01/26	Clerk to respond 5 planning applications	CB	Confirmed	09/12/25
26/01-006	12/01/26	Clerk to contact planning regarding police station proposed changes	CB	RBBC confirmed awaiting further info	Closed
26/01-007	12/01/26	CB to obtain indication of election costs for S&SPC	CB	Will provide in due course – currently busy	Closed
26/01-007	12/01/26	CB to prepare paperwork to sign up to Civility and Respect pledge	CB	Agenda item	Closed
26/01-008	12/01/26	All to create policies, for various headings of NHP, to be collated and reviewed by each other.	ALL	Agenda item	Closed
26/01-008	12/01/26	CB to arrange meeting with S Tilbury to receive comment on NHP	CB	Awaiting feedback from Council	
26/01-010	12/01/26	CC/ CB to prepare upcoming Salfords events	CC/CB	All arranged and agenda item for costs	Closed
26/01-010	12/01/26	BB/ CB to prepare upcoming Sidlow events	BB/CB	Agenda item for costs	Closed
26/01-011	12/01/26	Councillors and Clerk to pursue projects accordingly and keep Council updated	ALL/CB	Ongoing	Ongoing
26/01-012	12/01/26	CB to advise Sidlow Community Association of the grant application decision and obtain more information for future decision	CB	Agenda item	Closed
26/01-013	12/01/26	CB to send card to Salfords primary school head teacher	CB	Card sent and acknowledged	Closed
26/01-006	12/01/26	CB to work with Tresan Roofing to find solution for leaking main hall roof	CB	Will investigate when replace fascia	Closed
26/01-014	12/01/26	CB to meet with Contractor to obtain third estimate for changing forecourt	CB	Meeting held 26/1/26 – to be agenda item	Closed
26/01-014	12/01/26	CB to purchase grit bin and salt	CB	Purchased and installed	Closed
26/01/014		CB to advise Sidlow Community Association S&SPC will make additional payment to cover planning application fee	CB	Payment made	Closed
25/12-007	08/12/25	CB to write to N Stagg, RAL to arrange meeting with JB	CB/JB	Meeting scheduled 4/3/26	Closed
25/12-011	08/12/25	CB to seek clarification from Highways on speed check processing and impact of new unitary for Lonesome Lane	CB	Confirmed will form part of processing	Closed
25/12-012	08/12/25	CB to arrange meeting with Horley TC and Developer for land west of Salfords	CB	Meeting set 18/2/26	Closed
25/12-013	08/12/25	CB to purchase a water thermometer to carry out legionella testing	CB	Received	Closed
25/11-09	10/11/25	<i>CB 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</i>	CB	Will be advised in due course. R&BBC working through process	Closed
25/10-10	13/10/25	CB/CC to work with Salfords Social Club for 2026 Community event	CB/CC	Agenda item	Closed
25/04-007	14/04/25	CB to speak with SCC and R&BBC to understand processes for waste management monitoring	CB	Email sent to SCC 23/4/25 – wait response	