

Godstone Parish Council

(serving the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

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AGENDA

MEMBERS OF THE PARISH COUNCIL ARE SUMMONED TO ATTEND THE FULL MEETING OF GODSTONE PARISH COUNCIL TO BE HELD ON **MONDAY 7th SEPTEMBER 2026 AT 7.30 PM** AT ST STEPHENS CHURCH, SOUTH GODSTONE.
THE PUBLIC AND PRESS HAVE A RIGHT AND ARE CORDIALLY INVITED TO BE PRESENT AND AN OPPORTUNITY WILL BE GIVEN TO ASK QUESTION

1. QUESTIONS FROM MEMBERS OF THE PUBLIC

(The period of time designated for public participation at a meeting shall not exceed twenty (20) minutes unless directed by the Chairman of the meeting. A member of the public may speak for no longer than five (5) minutes.)

- 1.1 A resident emailed the Clerk regarding the Japanese Knotweed behind Taylors Yard stating the treatment has not worked and asking for the Parish Council to do something about it.
To consider and agree or otherwise what action to take.

2. APOLOGIES AND REASONS FOR ABSENCE (LGA 1972 s85)

3. DECLARATION OF INTEREST [Register of Interests](#)

4. COUNTY AND DISTRICT COUNCILLORS – Brief report on matters affecting the Parish.

5. MINUTES of the full Parish Council (PC) meeting held on the 6th July 2026, and the Finance Committee Planning Committee meeting held on the 29th July 2026 to be agreed and signed as a true record. (LGA 1972 Sch.12 s41)

6. REPORTS

6.1 Clerks Report - Matters to bring to the Councils attention

6.1.1 **External Audit** – Currently still waiting for the external auditors report.

6.1.2 **Area Inspections** – The PC agreed to reinstate Area Inspections at the full meeting in July. One area inspection received from Cllr Gardner, all other area reports are outstanding.

6.1.3 **Insurance Renewal** – To note the renewal of the PC insurance due on the 1st October under the Long-Term Agreement with the Insurance Provider. Renewal premium £1476.52 which is less than last year.

6.1.4 **TDC Local Plan Consultation Parish Council Response** – To note that the Parish Council response to the TDC Local Plan consultation was submitted on the 01/09/26 before the deadline for submissions on the approval of the Planning Committee under delegated Authority for August as per Standing Orders.

6.2 Chairperson's Report – (for noting) information only.

6.3 Reports (for noting) from representatives on outside bodies etc.

6.4 Reports from Committees

7. GREENS, COMMONS AND LAND

7.1 Godstone – Godstone Green; Greenview; Playground, Allotment and Hilly Fields

7.1.1 Godstone Green

7.1.1.1 To consider and agree or otherwise whether to implement a requirement for a 10% deposit for hiring the green, payable on booking, that is non-refundable for any hirers that don't turn up.

7.1.2 Greenview

7.1.3 Playground

7.1.3.1 To review and consider and agree or otherwise which contractor to choose for the post installation inspection for the Playground.

7.1.4 Allotments

7.1.5 Hilly Fields

7.1.5.1 To retrospectively approve the installation of a lockable gate at the entrance to Hillyfields to prevent vehicular access. Authorised by the Clerk and the Chair under delegated authority for August as per Standing Orders.

7.1.6 St Nicholas Church

7.2 Tilburstow Hill and The Enterdent

7.2.1 To note that the Assistant Clerk, with the authorisation of the Chair, arrange for undergrowth to be cleared from the verge at the Enterdent and for fly-tipping to be cleared. To approve the clearance of the verge once annually going forward.

7.3 South Godstone

7.4 Blindley Heath

7.4.1 Oldencraig – to consider and agree or otherwise the Finance Committees recommendations of using the Blindley Heath earmarked reserve to fund the costs of consulting a Lawyer regarding the promise of the gift of the land to the Parish Council.

7.4.2 Blindley Heath Pond – To note that a car ended up in the Pond as a result of an accident. To consider and agree or otherwise whether any action needs to be taken to assess the impact on wildlife and whether a claim needs to be made against the drivers insurance.

7.5 Wayleaves & Garden Plots

7.5.1 To consider and agree or otherwise whether to implement a fee of £50 for the application for a Wayleave or Garden Plot.

7.5.2 To consider and agree or otherwise whether to implement and administration fee of £25 for later payers of the Wayleave or Garden fees and require chaser communications.

7.6 Burial Ground - Exclusive Rights of Burial Applications and Memorial Applications

7.6.1 A grave owner who was born and lived all their life in Godstone apart from the last 3 years has asked if the PC would consider charging the Parishioner Fee £305 rather than the 7-year Parishioner Fee £588 for the interment. To consider and agree or otherwise whether to charge the Parishioner Fee.

8. FINANCE

8.1 Accounts for Payment - Approve SEPTEMBER accounts for payment.

8.2 Finance Papers up to - Bank Reconciliation and Accounts Reports JUNE/JULY 2026 – Income & Expenditure; Reserves, Balance Sheet and Summary of Funds). To review and approve.

8.3 Finance Committee – to approve the recommendations from the Finance Committee of the 29th July 2026.

9. TDC ASSET TRANSFER

9.1 **Featherstone Playground and Playing Field Update (Clerk)** The Clerk with the Chair's approval has agreed to proceed on the basis that the land cordoned off as part of the TDC development will be excised from the Title Plan for Featherstone Playing Field. To provide retrospective approval.

9.2 **Featherstone Playground and Playing Field – To note** that the PC's solicitors have received documentation for the transfer of the asset. However, discussions ongoing due the documentation being confusing with potential unrelated documents received.

10. GOVERNANCE

- 10.1 Use of Parish Council email addresses – Some Councillors are still not using their .gov.uk email addresses. To consider and agree or otherwise whether Cllrs can use their personal email addresses on the basis that it is a 'reasonable adjustment'. (If agreed this will mean that due to DPA and GDPR breach risks that the Parish Council cannot confirm it is properly governed as it cannot tick to Assertion 10 on the Annual Governance Review for the External Audit).
- 10.2 Internal Audit for 2026/27 – To note the Clerk has booked years Internal Audit. To consider and agree or otherwise whether the PC would like to have an interim Internal Audit.

11. POLICIES & PROCEDURES

12. SALC/NALC

13. CORRESPONDENCE

14. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDAS

15. AOB

- 15.1 **TDC PARISH ASSEMBLY** – To consider and agree who will attend the TDC Parish Assembly 30th September 2026.

16. DATE OF NEXT MEETINGS

Planning Committee Meeting – Wednesday 23rd September 2026, 6:30pm at the Bounty, Godstone Green

Full Council Meeting – Monday 5th October 2026, 7:30pm at St Stephens Church, South Godstone

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.

Subject for discussion – NJC Parish Council Staff Pay Award for 2026/27

Janette Coulthard
Clerk/RFO

Janette Coulthard

Issued: 2nd September 2026