

Godstone Parish Council

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

Clerk to the Parish Council

J Coulthard

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MINUTES

of the meeting of Godstone Parish Council held on **Monday 3rd November 2025 at 7.30pm** at St Stephens Church, South Godstone

Present: S Beagley (Chair), L Case (Vice Chair), D Christmas, C Farr, S Farr, J Gardner, K Ward and C White

In attendance: D Cllr M Crane, Representative of Ashill Group, 2 x Residents and G McPartlin (Assistant Clerk)

109/25	1 QUESTIONS FROM MEMBERS OF THE PUBLIC	
	<p>1.1 John Farnaby attended the meeting to give an update on the progress of the Godstone Neighbourhood Plan. He advised that it would be going to consultation later this month and it is on track for the referendum in May 2026.</p> <p>1.2 John Farnaby advised that the bench at Postengate Farm had been vandalised and that he had temporarily repaired it. He advised it had been reported to Surrey Police and may need replaced going forward.</p> <p>1.3 A resident emailed to ask if the council have any plans for the management of Blindley Heath Common? At the present time a few strips are cut through it that dog walkers use. Cllr C Farr advised that the decision not to cut the Common in full was taken several years ago by the Parish Council, but it needs to be cut. IT WAS AGREED that the Clerk would obtain quote from Countrywide for the full cut once a year and advise the resident.</p>	JC
110/25	2 APOLOGIES AND REASONS FOR ABSENCE (LGA 1972 s85)	
	None	
111/25	3 DECLARATIONS OF INTERESTS	
	Cllrs C Farr and S Farr declared a non-pecuniary interest in item 6.1.1 and as such would abstain from discussions and voting	
112/25	4 COUNTY AND DISTRICT CLLRS – Brief report on matters affecting the Parish.	
	<p>Cllr C Farr in his capacity as SC Cllr reported on the Local Government reorganisation announcement - Surrey will be split into two unitary councils, East and West Surrey, with one made up of six existing councils and the other five. At this stage we do not know the plan for the election of the mayor, but officers will come from Surrey. He will give a fuller update at the next meeting. Cllr Gardener asked about the sink hole progress and Cllr Farr advised they are working to their timescales.</p> <p>D Cllr Crane suggested that the PC might want to include more detail in the responses submitted to TDC for planning applications. Cllr Christmas asked The PC could employ a planning specialist going forward to support with responses on larger development proposals. It was discussed that this would be expensive. Cllr S Farr recommended looking at Burstow Parish Council responses as they have been dealing with large development proposals, reading responses sent by residents and looking at the costs of hiring a planning consultant. D Cllr Crane advised the PC could speak to Ibbett Mosely about the potential costs of using a consultant for large applications. IT WAS AGREED that the Clerk would find out potential costs.</p>	JC
113/25	5 MINUTES	

	MINUTES of the full Parish Council meeting held on the 6 th October will be signed at the next full Parish Council Meeting on 1 st December. Minutes from the Planning Committee meeting held on the 15 th October 2025 were agreed and signed as a true record. (LGA 1972 Sch.12 s41)	
114/25	6 REPORTS	
	<p>6.1 Clerk's Report – Matters to bring to the Council's attention</p> <p>6.1.1 Deed of Easement for Ashill Group – The PC Solicitor has advised that if the PC do not give Ashill Group the 'option' on the easement, the development is very unlikely to go ahead. Email from the PC's Solicitor circulated prior to the meeting. Based on this information to consider and agree or otherwise whether the PC wish to give Ashill the 'option'. IT WAS AGREED to give Ashill the 'option'. Cllrs C and S Farr abstained from voting.</p> <p>6.1.2 TDC Parish Assembly - the next TDC Parish Assembly is on the 18th November 5:30pm at TDC Offices - To agree which Cllrs will attend the Parish Assembly. IT WAS AGREED that Cllrs C and S Farr would attend.</p> <p>6.1.3 Garden Plots – It has come to light that the rents for the Garden Plots have not been invoiced since 2022 – To consider and agree or otherwise whether the PC wishes to invoice residents for the years missed or invoice for this year and going forward only. IT WAS AGREED that the PC would invoice for this year and going forward only and that the Clerk would write to plot holders to advise they would not be charged for missed years.</p> <p>6.1.4 Garden Plots – to consider and agree the rent increase for the Garden Plots. Normally 5% per year. Does the PC want to increase by 5% for each year missed or just increase by 5% on last bill. IT WAS AGREED that plot holders would only be billed with a 5% increase on last bill.</p> <p>6.1.5 Bounty refurbishment – update. Cllr Gardener updated that the toilet work had been completed and Cllr Beagley confirmed the exterior work was done and the contractor would start the internal work this week.</p> <p>6.1.6 The Bounty – fire extinguisher checks booked for the 20th November, heating – heat source air pump broke and now fixed – to retrospectively approve the costs for fixing the system. £511.10 ex. VAT. IT WAS AGREED to approve costs.</p> <p>6.1.7 Rialtas – update. IT WAS AGREED that the Clerk would give an update on this at the next meeting.</p> <p>6.1.8 Car park checks – The assistant clerk has carried out car park checks in October. 11 cars noted as being parked longer than allowed. To consider and agree whether the PC wish to move to issue warning stickers. IT WAS AGREED that the PC would issue warnings and that the Clerk would investigate the option of using a parking enforcement company and the costs of this for the car parks in the Parish.</p> <p>6.1.9 Rialtas - the Clerk has now brought Rialtas up to date with bank reconciliations matching the bank statements. The Clerk wishes the PC to note that due to full Parish Council meetings falling on the 1st Monday of the month it is difficult to have the accounts input and reports issued in time for the meeting e.g. October 31st falls on a Friday with the meeting on the Monday giving the Clerk no time to update Rialtas in time to get the reports out until just before the meeting. This was noted by all Cllrs. IT WAS AGREED that the Clerk should apply for a VAT refund and noted that the previous Clerk did this quarterly.</p> <p>6.1.10 SCC are asking if PCs wish to consider setting up warm hubs – To consider and agree or otherwise whether to try to set up a warm hub in the Parish – nearest hubs are Bletchingley, Caterham, Oxted and Lingfield. IT WAS AGREED that as we have no available venues, there was no action to be taken at present. Cllrs agreed to think about potential venues that could be used in the future.</p> <p>6.2 Chairperson's Report – (for noting) information only. Cllr Beagley advised that South Godstone sign had been collected and reinstated. The notice board for South Godstone has also been repaired.</p> <p>6.3 Reports (for noting) from representatives on outside bodies etc. Cllr White advised that the meeting at the railway had been cancelled.</p> <p>6.4 Reports from Committees – Cllr S Farr asked if the grass was to be cut around</p>	<p>JC</p> <p>JC</p> <p>JC</p> <p>JC</p> <p>JC</p> <p>JC</p> <p>All Cllrs</p>

	St John's War Memorial in Blindley Heath. Cllr Beagley advised it had not been added to the grass cutting contract. IT WAS AGREED Cllr Beagley would cut the grass this week and IT WAS ALSO AGREED the Clerk would look at getting this added to the grass cutting contract.	SB JC
115/25	7 GREENS, COMMONS AND LAND	
	<p>7.1 Godstone – Godstone Green; Greenview; Playground, Allotment and Hilly Fields</p> <p>7.1.1 Godstone Green - Cllr Gardener advised that a resident who previously donated trees would like to donate further trees. IT WAS AGREED that Cllr Beagley would contact the resident to discuss.</p> <p>7.1.2 Greenview – no issues reported</p> <p>7.1.3 Playground</p> <p>7.1.3.1 Cllr Case advised that there is a broken bench in front of the playground, and the Clerk had been informed. The basketball pole protective cover is also damaged. IT WAS AGREED that Cllr Case would ask Kompan at their site visit next week if this required.</p> <p>7.1.4 Allotments</p> <p>7.1.4.1 Deed of Easement – update the Clerk. The Deed of Easement has been signed.</p> <p>7.1.5 Hilly Fields – no issues reported</p> <p>7.2 Tilburstow Hill and The Enterdent</p> <p>7.2.1 Tree on bank by Brakey Hill House – The Assistant Clerk advised that the Contractor is pursuing the road closure with Surrey Highways, and she is organising line survey with Openreach.</p> <p>7.3 South Godstone - Colin advised there was a meeting about the playground refresh at the local primary school. The school council provided lots of feedback. The Head Teacher suggested the school take on the land as part of the TDC Asset Transfer and the representative from TDC took this back.</p> <p>7.4 Blindley Heath - Blindly Heath Liaison Group meeting on 20th November. Cllr S Farr advised that there are signs and other rubbish in the Blindley Heath pond. IT WAS AGREED that Cllr Beagley would visit the site and review what needs to be done. The Cllrs discussed the Christmas lights in Blindley Heath and South Godstone and the possibility of having them turned on this year. It was agreed that Cllr White would show Cllr Beagley where the lights are in South Godstone. IT WAS ALSO AGREED that the Assistant Clerk would contact the contractor about PAT testing the lights in Blindley Heath.</p> <p>7.5 Burial Ground - Exclusive Rights of Burial Applications and Memorial Applications</p> <p>7.5.1 To note a 2nd inscription approved for grave 334</p> <p>7.5.2 To note the 3rd Burial has taken place in grave 328 as approved by the PC</p> <p>7.5.3 To note the transfer of EROB for grave 437 and interment in grave 437</p>	<p>SB</p> <p>LC</p> <p>SB</p> <p>GM</p>
116/25	8 FINANCE	
	<p>8.1 Accounts for Payment - Approve NOVEMBER accounts for payment. APPROVED.</p> <p>8.2 Finance Papers up to 31st OCTOBER 2025 - Bank Reconciliation and Accounts Reports – Income & Expenditure; Reserves, Balance Sheet and Summary of Funds).</p> <p>8.3 To provide details of items needed to be considered for the budget for each area for 2026/27 budget. NOTED.</p> <p>8.4 To agree a date, time and venue for the Finance Committee meeting to discuss Budget and YTD accounts. IT WAS AGREED that the Clerk would send proposed dates for this meeting to the Cllrs and preference was daytime meeting on Thursdays or Fridays.</p> <p>8.5 To consider and agree whether to have an Extra Ordinary meeting to agree the Budget for 2026/27 or wait until the next full Parish Council meeting. IT WAS AGREED that this would be put on the agenda for the next full Parish Council meeting. Cllr Christmas asked what condition the Pavillion is in. Cllr Beagley advised no one is currently using it so the condition remains the same.</p>	<p>JC</p> <p>JC</p>
117/25	8 GOVERNANCE	

	<p>9.1 TDC are asking for details of the PC Solicitors for the Asset Transfer programme. The PC Solicitor has quoted £7,500 ex. VAT for dealing with all the Assets listed by TDC. If any of the land needs a first registration, the cost will increase. SALC's Solicitors are charging £1,500 per Asset Transferred would be c.£12,000 ex. VAT if all Asset's transferred. To consider and agree or otherwise whether to appoint the PC Solicitor for this work. DCllr Crane advised that TDC have raised there is a conflict as both the South Godstone Club and the Parish Council have expressed an interest in the club. He advised he had passed this information to Cllr White. There was a discussion around looking into the costs of running these assets and speaking to other Parish Councils. The Assistant Clerk advised that the Clerk was already looking at the potential costs. Cllrs asked if help was needed to complete this and the Assistant Clerk advised she would ask the Clerk. IT WAS AGREED the Clerk would provide an update to Cllrs at the next meeting.</p> <p>9.2 To consider and agree or otherwise whether to provide his details to TDC's Asset Transfer Team. This was discussed by Cllrs and IT WAS AGREED that the Clerk would inform TDC that the PC will use Sharratts Solicitors, but they are not to contact them directly at this stage.</p>	<p>JC</p> <p>GM</p> <p>JC</p>
118/25	9 GOVERNANCE	
	<p>10.1 GOVERNANCE - Deadline for switch over for Cllrs not using .gov.uk email addresses 30th November after which emails will only be sent to .gov.uk addresses. Cllr S Farr asked for the phone number for IT Support and IT WAS AGREED that the Assistant Clerk would email this to her.</p>	GM
119/25	11 POLICES & PROCEDURES	
	Nothing to report.	
120/25	12 SALC/NALC	
	Nothing to report.	
121/25	13 CORRESPONDENCE	
	Nothing to report.	
122/25	14 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDAS	
	None	
123/25	15 OB	
	<p>15.1 To consider and agree or otherwise whether the PC would like to have a Xmas get together. IT WAS AGREED not to arrange this.</p> <p>15.2 To consider and agree or otherwise whether the PC want office cover Christmas Eve. IT WAS AGREED this is not required.</p> <p>Cllr C and S Farr left the meeting.</p>	
124/25	16 CURRENT PLANNING ISSUES (Applications with a comment deadline prior to the next Planning Committee Meeting).	
	<p>16.1 2025/1081 – Hughenden, 61 Hickmans Close, Godstone, Surrey, RH9 8EB Single storey rear extension and replacement of roof to extend rear projection. RESOLVED - NO OBJECTION</p> <p>16.2 2025/1084 – Fosterdown, Godstone, RH9 8BQ – Variation of Condition 2 (Drawings) and condition 3 (Construction Transport Management Plan) and condition 4 (Ecological Survey) and condition 5 (Habitat Management and Monitoring Plan) and condition 6 (Construction Environmental Management Plan) and condition 7 (External Lighting Plan) of planning permission ref: 2024/420. (Erection of a two-storey extension to existing highways depot; demolition of former Police Operations building adjoining the site and replacement with new surface level parking area and associated landscaping) To make sure new planning permission references correct amended plans. RESOLVED - NO COMMENT leave to Planning Officer</p> <p>16.3 2025/1130 – Homefield, Tandridge Lane, Lingfield, Surrey, RH7 6LW – Erection of single storey and rear extension. RESOLVED - NO OBJECTION</p> <p>16.4 2025/1166 – Avalon, Carlton Road, South Godstone, Godstone, Surrey, RH9 8LG – Demolition of existing conservatory. Erection of single storey extension, partial conversion of garage to habitable space to right hand side of property. New pitched roof to replace existing flat roof to left hand side. Replacement of existing UPVC cladding with new fibre cement weatherboard cladding. RESOLVED - NO OBJECTION</p>	

	<p>16.5 2025/1193 – Stansted Borough, Tilburstow Hill Road, Godstone, RH9 8LY – Discharge of Deed of Agreement under Section 106 of the Town & Country Planning Act 1990 dated 3rd of March 2003 (associated planning application ref: 2002/1376)</p> <p>DECISION DEFERRED BY PC – IT WAS AGREED Cllr Gardener will contact the Clerk with decision next week and the Clerk will submit response.</p> <p>16.6 Any Other Planning Matters – None</p>	<p>JG JC</p>
124/25	16 DATES OF FORTHCOMING MEETINGS	
	<ul style="list-style-type: none"> • Planning Committee Meeting – Wednesday 19th November 2025 6:30pm at the Bounty, Godstone Green • Full Council Meeting – 1st December 2025 7:30pm at St Stephens Church, South Godstone <p>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. – Motion not required.</p> <p>There being no other business the Chair closed the meeting at 21:54</p>	

Signed
Chairperson

Print Name

Date