



Chiddingfold Parish Council

The Banking House
The Green
Chiddingfold
Surrey
GU8 4TU

Chairman: Councillor Tony Wiener
Clerk: Maureen Gibbins CiLCA PSLCC
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TO MEMBERS OF CHIDDINGFOLD PARISH COUNCIL

You are hereby summonsed to attend a meeting of Chiddingfold Parish Council on Thursday 26th March 2026 at 6.30pm, in the Charles Watts Room, Chiddingfold Village Hall for the purpose of transacting the business below.

Signed: *Maureen Gibbins*
Maureen Gibbins, Locum Clerk to the Council

Date: 19th March 2026

MEMBERS OF THE PUBLIC are welcome to attend Council meetings and are invited to raise questions, relevant to items on the business of the Council, at the scheduled point in the proceedings.

AGENDA – 26TH MARCH 2026

1.00 APOLOGIES FOR ABSENCE

To NOTE any apologies for absence.

2.00 DECLARATIONS OF PERSONAL OR PECUNIARY INTEREST (DPI)

To NOTE any declarations of pecuniary and other interests and to CONSIDER any requests for dispensations.

PUBLIC PARTICIPATION SESSION

3.00 PREVIOUS MINUTES

3.01 MINUTES OF THE LAST MEETING

To APPROVE the minutes of the meeting of the Council on 26th February 2026 as a true record of decisions taken at that meeting. The minutes will be signed by the Chairman.

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/2026.02.26-Minutes.pdf>

3.02 ACTIONS FROM PREVIOUS MINUTES (where not forming a separate agenda item or set out in the Clerk's report)

4.00 CLERK'S REPORT & DELEGATED DECISION MAKING

4.01 CLERK'S REPORT

To RECEIVE and NOTE the Clerk's Report and consider any matters arising.

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Clerks-Report-March-2026.pdf>

4.02 DELEGATED DECISIONS

To NOTE delegated spending since the last meeting.

5.00 FINANCE MATTERS

5.01 *To NOTE the draft minutes of the meetings of the FCC Committee on 9th March 2026.*

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/FCC-Minutes-9th-March-2026.pdf>

5.02 LIST OF PAYMENTS FOR FEBRUARY 2026

To REVIEW the list of payments made during February 2026.

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Payments-Schedule-for-February-2026.pdf>

5.03 POLICIES

- *FCC recommends that Council RE-ADOPTS the Risk Management Policy, version 1.1, unchanged*
<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/CPC-Risk-Management-and-Assessment-Policy-Version-1.1-final-23112023.pdf>
- *FCC recommends that Council ADOPTS the updated Risk Management Plan, version 1.3 (final)*
<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/CPC-Risk-Management-Plan-Version-1.3-final-26032026-1.pdf>
- *FCC recommends that Council:*
 - *REVIEWS/UPDATES the Health and Safety Policy, version 2.0 (overdue)*
 - *AUTHORISES the Clerk to have the condition of the war memorial reviewed/surveyed*
 - *ARRANGES for an updated tree survey*
- *To NOTE/ENDORSE FCC's recommendation that no new bank accounts are opened, despite the balance in several Council accounts exceeding the FSCS limit*
- *To NOTE that the following Council governance documents/policies/procedures/working group ToRs require review prior to/at the statutory annual meeting (May 2026):*
 - *Code of Conduct, version 3.1 (proposed action: IM)*
 - *Standing Orders, version 7.3 (proposed action: IM)*
 - *Financial Regulations, version 8.1 (proposed action: IM)*
 - *Asset Register (proposed action: ??)*
 - *Data Protection & Privacy Policy, version 3.1 (proposed action: ??)*
 - *Freedom of Information - Publication Scheme, version 2.0 (proposed action: Clerk to check vs statutory requirement)*
 - *Investment Policy, version 1.2 (proposed action: IM)*
 - *Media & Communications Policy, version 2.1 (proposed action: KM ?)*
 - *Complaints Procedure, version 4.4 (proposed action: TW ?)*
 - *FCC ToR, version 3.2 (proposed action: IM)*
 - *Planning Committee ToR, version 2.2 (proposed action: LO'F ?)*
 - *Combe Common WG ToR (proposed action: PL/IM ?)*
 - *Coxcombe Lane WG ToR (proposed action: ??)*
 - *Development Enquiries WG ToR (proposed action: TW ?)*
 - *Petworth Road WG ToR (proposed action: LO'F ?)*
 - *SANG WG ToR (draft - requires finalising) (proposed action: ??)*
- *To NOTE that the following Council policies/documents are overdue for review:*

- Memorials Policy, version 2.0
- Death of a Senior National Figure, version 1.0
- Tree Risk Management Strategy
- Website Accessibility

6.0 LITTER BLITZ 2027

To CONSIDER the request from the Bonfire Committee for the Council to fund the purchase of the following items for the 2027 Litter Blitz.

- Printing Update numerals for the event advertising banner - £25
- One further traffic warning flag and telescopic pole - £30
- 200 extra heavy duty collection bags - £50

7.00 PLANNING MATTERS

7.01 To NOTE the draft minutes of the meetings of the Planning Committee on 9th March 2026.
<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/2026.03.09-Plan-Com-Minutes.pdf>

8.00 ANNUAL ASSEMBLY OF THE PARISH MEETING (AAPM)

The AAPM is not a meeting of the Parish Council, but can be called by either the Council Chairman, two Councillors or 6 members of the Parish electorate and is held between 1st March and 1st June.

To approve a date for the AAPM.

9.00 COXCOMBE LANE RECREATION GROUND

9.01 PAVILION (TW/BJ)

- To RECEIVE an update regarding the fire signage report and maintenance
<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Update-from-CLlr-Jimmison.docx>

9.02 PLAYGROUND (TW/KM)

9.03 REFURBISHMENT OF THE TENNIS COURTS

10.00 COMBE COMMON RECREATION GROUND (PL)

10.01 COMBE COMMON PAVILION FUNDING APPLICATION (IM)

10.02 COMBE COMMON PLAYGROUND (KM/TW)

- To receive an update regarding the commencement date of the installation.

10.03 CHIDDINGFOLD YOUTH FOOTBALL CLUB (BJ)

- To RECEIVE an update regarding the requirement for a lease to enable the YFC to use the recreation ground and to support their FA funding applications.

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Chiddingfold-Youth-Football-Club.docx>

11.00 HOUSING NEEDS SURVEY

To REVIEW the fee proposal and recommendation that the Council delivers the surveys.

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Fee-Proposal-Chiddingfold-March-updated.doc>

12.00 SANG

13.00 PETWORTH ROAD SITE (LO/DH)

- To RECEIVE An update from the Petworth Road Working Group

<https://chiddingfold-pc.gov.uk/wp-content/uploads/2026/03/Petworth-road-land-options-Summary-for-consideration-by-CPC-26th-March-2026.docx>

PROPOSAL:

2 options

1 to retain ownership of Petworth Road site.

2 to sell Petworth Road site.

14.00 DEVELOPMENT SITES WORKING GROUP

- To receive an update from the Working Group.

15.00 FREEHOLD TRANSFER FROM WBC (COXCOMBE LANE RECREATION GROUND (INCLUDING TENNIS COURTS) + THE GREEN (TW)

- Update regarding the freehold transfer of assets from WBC

16.00 CASUAL VACANCY

In the event that WBC advise that no election is called for the casual vacancy, the Clerk/RFO should commence the co-option process.

17.00 DATE OF THE NEXT MEETING

To NOTE the proposed time and place of the next Council meeting for 23rd April 2026 at 6:30pm in the Charles Watts Room.