

## **BURSTOW PARISH COUNCIL**

Minutes of the Full Council Meeting for Burstow Parish Council held on Tuesday 10th March 2026 at 7.00pm in the Centenary Hall, Smallfield

Open Forum – One member of the public attended, Mr Greenfield, but choose not to speak.

Attendance: Chairman Bob Locke, Vice Chairman Ashleigh Bolton, Cllrs Alison Lewis, Debbie Hale, Eddie Lord and Nick Bush

94 Apologies received from Cllrs Andrew Gilbert, Andrew McLean, Cat Dodman, Donna Morris and John Carney for reasons accepted by Council. County Councillor Lesley Steeds and Dist. Cllr Sue Farr also sent apologies.

95 No declaration of interest was made and no dispensations required.

96 The minutes of the Full Council Meeting of Tuesday 13th January 2026 were signed as a true record of the meeting.

97 No matters arising from the minutes

98 Chairman's Announcements – The Chairman welcomed all to the meeting and reminded councillors the annual parish meeting was taking place on Monday 30<sup>th</sup> March 2026 at 7pm.

Suspend Standing Orders to all for reports.

99 Dist Cllr Bolton said that she had nothing of note to inform Council about. Cllr Farr is unwell. Local Government Reorganisation preparations are continuing with the local elections scheduled for Thursday 7<sup>th</sup> May 2026. Cllr Bolton hopes that there will be a little more clarity once the new 'shadow' administration has been elected.

100 Update on Neighbourhood Plan – MR peter Bond, Chairman of the NDP sub-committee updated the Council on the N Plan status. He began by thanking the Tandridge officer, Rebecca Landman, for the help and support she has given him. Cllr Locke, on behalf of the entire Council offered thanks to Mr Bond and the committee for the huge amount of work and time that they have given over the years.

Mr Bond detailed the work carried out in collecting, noting and analysing the responses received during the Reg 14 public consultation. Over 170 people and organisations took the time to read the draft Plan and submit comments. Each response has been considered and, where appropriate, either amend the Plan or explain why it is not possible to use the comment. All of the comments have been entered into an excel document, and this, plus the Neighbourhood Plan,

appendices, basic conditions statement and a document detailing all of the public consultation carried out throughout the drafting, must all be given to Tandridge Council. The district council assumes control for the next stage of the process, Regulation 16. They will carry out a wider public consultation exercise throughout the district. The documents will then be sent to an Inspector/Examiner to judge whether the Plan is 'sound'. The expectation is that will be will be the case. The final stage then returns to the Parish, where all on the electoral roll will be invited to vote whether to adopt the Plan or not. The hope is that they will and the Plan then becomes part of the decision-making process for all planning applications in the Parish.

- 101 Update from Speed Watch – Cllr Bolton explained that due to the wet weather and some health issues, over the last few months the group have been unable to carry out several of the planned sessions so the annual total is a little lower than previous years. As always, the group would benefit from increased members and Cllr Bolton intends to re-vamp the parish magazine advert looking for new volunteers.
- 102 Litter Angels - Cllr Bush said that two sessions have taken place so far this year and he estimates that a minimum of 20 bags of rubbish have been collected. The next session is on Sunday 29<sup>th</sup> march and he has signed the group up as part of the 'Great British Spring Clean'. During that session not only will they collect rubbish but volunteers will also do other things such as sign cleaning. He hopes that some new people will turn up on the day. The Clerk was asked to buy some cleaning equipment that can be used on the day.
- 103 Social Media – Cllr Bush continues to post regularly and there are now 430 subscribers to the parish page. Cllr Bush explained that he is moving home in the near future and will no longer be permitted to be a councillor. Council will need to find someone else, either a councillor or lay person, to run the litter angels and to manage the Council's social media presence.
- 104 Men's Shed – no update as Cllr Gilbert is absent. The Clerk was asked to follow up.
- 105 Solar Energy – Cllrs Bush and McLean have identified a number of potential contractors and Cllr McLean will be contacting them to arrange surveys and costs.

Reinstate Standing Orders

- 106 The minutes of the Planning meeting dated 10<sup>th</sup> Feb 2026 were received by Council.
- 107 Following discussion Council accepted proposed amendments to the Burstow and Smallfield Neighbourhood Plan. Cllr Locke proposed Council submit said plan to Tandridge District Council for Reg 16 approval. Seconded by Cllr Bolton and carried unanimously.
- 108 Following discussion Council decided Burstow is unaffected by the Godstone draft Neighbourhood Plan and that was no need to submit a consultation response.
- 109 Finance Update/Report – The Clerk circulated end of year bank balances held, account summaries and a draft ‘ear marked’ reserves list. The account software company, RBS, will be assisting the Clerk with the Year End close on the 8<sup>th</sup> April and Council will be asked to formally approve the accounts at the next meeting.
- 110 Urgent items - The Clerk was asked to see if anyone from either Tandridge DC or the Environment Agency would be able to attend the Annual Parish Meeting and update residents about the burning of commercial waste. She was also asked to contact Highways England and ask if they had any data regarding ‘smoke on motorway’ warnings.

There being no further business, the meeting closed at 18.45. The next scheduled meeting of the Council takes place on Tuesday 12<sup>th</sup> May 2026.

Signed ..... Dated .....