

YOU ARE HEREBY SUMMONED TO a Meeting of TATSFIELD PARISH COUNCIL which will be held in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG on Monday the 14th September 2026 at 8.00p.m. when the following agenda will be discussed: -

Samantha Head – Clerk

Signed *Samantha Head*

Issued on Tuesday 8th September 2026

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND AND WILL BE ABLE TO PARTICIPATE DURING SHORT ADJOURNMENTS. IF THE BUSINESS OF THE MEETING RENDERS IT NECESSARY, THE COUNCIL MAY, BY RESOLUTION, ASK MEMBERS OF THE PUBLIC AND PRESS TO WITHDRAW

AGENDA

1. APOLOGIES
2. DECLARATIONS OF INTEREST* (relating to items on this agenda)
3. Approve and sign the MINUTES of the previous meeting held on 13th July 2026
4. Receive
5. Participation – there will be a period of 5 minutes at the beginning of the meeting, to hear questions or statements from members of the public. The public are requested to keep their question(s) brief. There will also be an opportunity for the public to ask questions at the end of the meeting. This will be a period of 5 minutes. In addition, it will be at the Chairman's discretion to invite comment from any member of the public at any point during the meeting, should the Chairman feel it helpful to the item under discussion.
6. Officer's report on actions outstanding since the previous meeting
7. Planning:
 - a) Planning team for September: Kim Jennings and Martin Elmer
 - b) To determine the Parish Council's position on Appendix A:

TA/2026/825 Land To The Rear of Barn Cottage, Westmore Green, Tatsfield TN16 2JS
Demolition of existing barn and erection of a dwelling with associated parking area.

TA/2026/732 2 Sunnybank, Old Lane, Tatsfield TN16 2LH
Proposed front landscaping works to form new retaining walls and altered external steps.

TA/2026/937/NH Greensleeves, Ricketts Hill Road, Tatsfield TN16 2NG
Application for Prior Approval of a proposed enlargement of a dwellinghouse by construction of an additional storey. (Class AA of Part 1 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015).

TA/2026/595 Land Adjacent to Cedar Cottage, Ninehams Road, Tatsfield TN16 2AN
Erection of 1x self-build dwelling and associated parking and landscaping

TA/2026/993 Greensleeves, Ricketts Hill Road, Tatsfield TN16 2NG
Erection of a single storey rear extension (Certificate of Lawfulness Proposed)).

TA/2026/839/NH The Briars, Ninehams Road, Tatsfield TN16 2AN
Erection of rear extension which would extend beyond the rear wall of the original house by 8 meters, for which the maximum height of the eaves would be 3.5 meters. (Larger Home Extension) (General Permitted Development) (England) Order 15 (as amended) – Schedule 2, Part 1, Class A).

TA/2026/786 Sunnyside, 17 Paynesfield Road, Tatsfield TN16 2AT

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Erection of single storey side extension to form new bathroom.

8. Finance:

- a) Finance Team for September: Martin Elmer and David Pinchin
- b) Authorise payments (including authorisation of internet banking) detailed in Appendix B
- c) Items for expenditure: car park bollards – additional work: £tbc
- d) Receive monthly bank reconciliation reports
- e) Receive Budget v Actual YTD spend reports
- f) Appoint April Skies Accounting as the PC's internal auditor for 2026-27 and confirmation that the auditor, Mike Platten, is independent from the Parish Council.
- g) DM Payroll Services – new payroll contract
- h) Approve salary increase for Clerk as per NALC National Pay Award to be backdated to 1st April 2026
- i) Not So Young Club request to repurpose part of the 2026-27 grant
- j) Parish Council insurance policy renewal
- k) Down to Earth Trees Ltd – tree survey quote

9. Notified Items

- a) Furze Corner project – update
- b) Furze Corner – various:
 - i) Lease for Biggin Hill Football Club
 - ii) GMA membership £196.00
 - iii) Access road resurfacing
 - iv) TDC approval for Biggin Hill Football Club use of Furze Corne
- c) Remembrance Service 2026
- d) Land Registry Title Absolutes for Maesmaur Corner and Shaw Road Triangle

10. Reports from County Councillor, District Councillor, Village Organisations and External Organisations

- a) County Councillor
- b) District Councillor
- c) Shadow Unitary – East Surrey Council – Councillor Report(s)
- d) Police
- e) VHMC

11. Parish Council Land / Property

To receive updates, discuss matters and, where relevant, agree on proposals relating to:

- a) Westmore Green
 - Playground refurbishment project
 - Tatol Bed refurbishment

12. Meetings to attend / correspondence

- Parish Assembly Meeting – TDC Council Offices, Oxted 30th September 17:30

13. Matters for Reporting or Inclusion in a Future Agenda

- Finance Committee meeting

*“DECLARATIONS OF INTEREST – All Members present are required to 2declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPIs) and / or
 - (ii) other interests arising under the Code of Conduct
- in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business.”

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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 remain, there would be a disclosure of exempt information.

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