

Mickleham Parish Council

www.micklehamparishcouncil.gov.uk

AGENDA

Dear Councillors,

You are hereby summoned to attend a meeting of the Annual Mickleham Parish Council to be held at Ranmore Room (St Michael's Church) on:

Wednesday 21st May 2025 at 8pm approx.

following the Annual Parish Meeting.

Due to the capacity of the venue, if there are any members of the community who would like to attend, please can they email the Clerk in advance, so we know who/how many to expect.

Any details of the meeting will then be sent out to you.

Yours sincerely
Feena Graham
Clerk to Mickleham Parish Council
E-mail: clerkatmpc@gmail.com

15 May 2025

Mickleham Parish Council

www.micklehamparishcouncil.gov.uk

AGENDA

1. (Chaired by the current Chair)
Nominations for the Chair for 2025 - 2026
2. (Chaired by the newly elected Chair)
Chair asks for nominations for the Vice-Chair for 2025 - 2026
3. **Opening Formalities**
 - 3.1 Apologies for absence
 - 3.2 Declarations of interest/requests for dispensation
 - 3.3 Agree Minutes of the 12th March 2025 Meeting
 - 3.4 Chair's Comments

Items Carried forward:
09/24 5.1 Norbury Park / Water Pollution - District Cllr Leah Mursaleen-Plank
4. **Open Forum**
 - 4.1 Liaison between Surrey Police and Mickleham Parish Council
 - 4.2 Public Questions from residents within Mickleham Parish Council in accordance with Standing Orders
(Prior notice of any questions to your Parish Councillor please)
5. **Councillors' Responsibilities**
 - 5.1 To agree areas of responsibilities for the year 2025-2026.
(See list for Year 2024-2025)
 - 5.2 To agree membership of any Working Groups:
 - Norbury Park
 - Local Plan
6. **Finance & Formalities**
 - 6.1 Approve accounts for payment
 - 6.2 Agree bank reconciliation
 - 6.3 To agree Section 1 (Annual Governance Statement) of AGAR
 - 6.4 To agree Section 2 (Accounting Statements) of AGAR
 - 6.5 To approve AGAR Certificate of Exemption
 - 6.6 Approve dates for the Notice of Public Rights
 - 6.7 To agree new Insurance premium
 - 6.8 HugoFox / Gov.uk Domain Update (emails)
 - 6.9 Governance
All Councils to adopt the updated templates:
Standing Orders & Financial Regulations
7. **Planning Applications**
 - 7.1 Planning Application since March's Meeting
 - 7.1.1 Downs View, School Lane (05/03/2025)
Erection of a loft conversion.
29/04/2025 APPROVED with Conditions.

Mickleham Parish Council

www.micklehamparishcouncil.gov.uk

AGENDA

- 7.1.2** Mickleham Lodge, Old London Road (10/03/2025)
Conversion of one of the existing garages into residential use
02/05/2025 APPROVED with Conditions.
- 7.1.3** Long Cottage, Old London Road (18/03/2025)
Retrospective planning permission for additional timber fence mounted on top of existing boundary wall
- 7.1.4** Lilac Cottage, Norbury Park, Mickleham (31/03/2025)
Erection rear and side extension, new Porch, conversion of existing barn into residential annexe with a new detached garage.

8. Working Groups

- 8.1** Norbury Park
 - 8.1.1** Forum Meeting
 - 8.1.2** Tenancy Updates
- 8.2** Housing Needs Survey
 - 8.2.1** Housing Needs Report (April 2025)

9. Parish Council Maintenance

- 9.1** Bus Shelter
- 9.2** Notice Board (Cork Boards)
- 9.3** Grass/Hedging Maintenance Costing
 - 9.3.1** Pathway Quotes / Maintenance costs

10. Traffic & Parking & Noise - Updates

- 10.1** Speedwatch Group
- 10.2** VAS update
- 10.3** Swanworth Lane
- 10.4** Ryka's Cafe

11. Urgent Items Received by the Chair

- 11.1** Item carried forward:
 - 03/25 9.1** A24 Bypass Signpost
- 11.2** SALC Devolution Call and Update-3rd April 2025
- 11.3** Use of the Recreation Ground for carparking 21/06 by Mickleham Choral Society
- 11.4** Village Bunting Hire

12. Next Meetings for 2025 - 2026

Wednesday 09 July 2025
Wednesday 10 September 2025
Wednesday 12 November 2025 inc. Children's Recreation Ground Trust Meeting
Wednesday 21 January 2026
Wednesday 11 March 2026

Relevant papers will follow separately.