

To: Members of Normandy Parish Council:

Councillors Simon Schofield (*Chairman*), Bob Hutton (*Vice-Chairman*), Louise McCrow, Philippa Mitchell, David Shaw, Pat Tugwell, and Jeremy Ward

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL** on **THURSDAY 23 JULY 2026** at **7pm** at the **ROYAL BRITISH LEGION HALL, GUILDFORD ROAD, NORMANDY, SURREY GU3 2AW**, to transact the business listed on the Agenda below.

The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the public and press are excluded. During this meeting the public are allowed to film the Committee and officers only from the front of the public gallery, provided that it does not disrupt the meeting. Any items in the Exempt Part of the Agenda cannot be filmed. If another member of the public objects to being recorded, the person(s) filming must stop doing so until that member of the public has finished speaking.

The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

Robert Pettigrew
Parish Clerk & Responsible Financial Officer
16 July 2026

AGENDA

C26-038 Apologies for Absence

To RECEIVE and ACCEPT apologies for absence.

C26-039 Declarations of Interest

To RECEIVE any declarations of personal and/or prejudicial interest

C26-040 Minutes of Previous Meeting

To RECEIVE the draft Minutes of the last meeting held on Thursday 11 June 2026

C26-041 Outstanding Actions

To REVIEW outstanding actions and resolutions of the Council.

C26-042 Questions from the Public

Members of the public may ask a question, make representation, or give evidence in respect of the business on the Agenda for a maximum per item of five minutes.

C26-043 Reports from other Authorities

To RECEIVE reports from representatives from other authorities:

- (a) Surrey County Council
- (b) Guildford Borough Council
- (c) West Surrey Council

C26-044 Finance & Governance Committee

- (a) To AGREE to the formation of a Finance & Governance Committee as a standing committee of the parish council, and APPOINT members to the Committee;
- (b) To AGREE the Terms of Reference for the Finance & Governance Committee

C26-045 Finance & Governance

- (a) To CONSIDER, and APPROVE the Schedule of Invoices for payment
- (b) To NOTE the transfer of funds between Parish Council accounts since the June meeting
- (c) To CONSIDER a Community Grant Fund application from Emmanuel Church, Normandy

- C26-046 Planning**
- (a) To RECEIVE an update on the planning application for Shortlands Farm
 - (b) To CONSIDER the following planning applications:
 - (i) *Reference 26/P/00416: Foxwell, Hunts Hill Road, NORMANDY GU3 2AH: erection of a detached garage following demolition of existing stable block.*
 - (ii) *Reference: 25/P/01735: Plot 15, Berry Farm, Westwood Lane, WANBOROUGH – material change of use of land for the creation of a one-pitch Gypsy/Traveller site.*
- C26-047 Estates & Facilities**
- (a) Manor Fruit Farm
 - (i) lease agreement
 - (ii) anti-social behaviour
 - (iii) car park lighting
 - (b) Normandy Common – electrical works
- C26-048 Events & Communications**
- To RECEIVE an update on arrangements for the fireworks evening (2026)
 - To CONSIDER arrangements for an event to thank those who volunteer for the Parish Council
- C26-049 Human Resources**
- To CONSIDER a RECOMMENDATION from the Human Resources Committee:
 - That a resident of the parish with human resources expertise be appointed a non-voting member of the Human Resources Committee
- C26-050 Policy Reviews**
- (a) Standing Orders
 - (b) Financial Regulations
 - (c) Risk Management
- C26-051 Urgent Committee business**
- To CONSIDER any urgent items referred from any of the Council's Committees for APPROVAL.
- C26-052 Exclusion of the Press and Public**
- That under the Public Bodies (Admission to Meetings) Act (1960), the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
- C26-053 Items for Information and/or Inclusion on Future Agendas**
- To RECEIVE any urgent information items and AGREE any items for inclusion on future Council and/or Committee Agendas.