

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 11th November 2024 at 7:00 p.m. in Chilworth C of E Infant School

PART I

24/163 Present:

Councillors:

Cllr Mrs. P Allen (Chair), Cllr G Brown (Vice-Chair), Cllr Mrs. Osman, Cllr J. Peake, and Cllr Miss Toynbee
Surrey County Councillor and Guildford Borough Councillor Robert Hughes
Simon Harrold – Tree Warden

Three members of the public

In attendance: Parish Clerk - Anne Tait

24/164 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.

Cllr Mrs Tantram and Guildford Borough Councillor Danielle Newson

24/165 Declaration of Disclosable Pecuniary Interests (DPIs) - by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

24/166 Declaration of Non-Pecuniary Interests

Parish Councillors Peake and Mrs Maureen Osman both live in Halfpenny Close.

24/167 Register of Interests

No updates were declared.

24/168 Minutes of the previous meetings:

RESOLVED: That the minutes of the 3rd September 2024 and 10th October 2024 be approved and signed
by the Chairman as correct records.

24/169 Policies, Financial and Regulation Approvals

(a) Proposed list of payments and transfers to be tabled at the meeting for approval:

The payment list was presented to the meeting a copy of which had been issued to all Members via
email in advance of the meeting – ref Table 1. It was proposed by Cllr Peake, seconded by Cllr
Brown and unanimously **RESOLVED** the payments to the value of £339.11 be approved. The
payment list was duly signed by the Chairman, Cllr Mrs Allen, during the meeting.

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Table 1: Proposed list of payments 11th November 2024

Budget Head	Date	Description	Supplier	Net	VAT	Total
Clerk's Expenses	11/10/24	Staff mileage	Shell	24.30	0	24.30
IT expenses	31/10/24	9 x Licences from Microsoft	BN Info. Security Ltd. Inv: 3585	52.68	10.54	63.22
Zoom	17/10/24	Facility to hold meetings on line 17/10/24 -16/11/24	Zoom	12.99	2.60	15.59
Postage	11/11/24	Register of Interests for Cllrs Osman and Toynbee	Royal Mail	2.50		2.50
Room Hire	23/10/24	Hire for PC meetings Oct '24 – March 2025	Chilworth C of E Infant School	132.00	0	132.00
IT Exps	03/11/24	Invoice 010922	Alan Oxford	40.50	0	40.50
Training/Conf	10/10/24	Attendance for Cllr Mrs Allen at Annual Conference	Surrey AIC Ltd	30.00	6.00	36.00
Section 137	24/10/24	Poppy wreath for Chilworth W/Memorial	Royal British Legion	25.00	0	25.00
Totals				£319.97	£19.14	£339.11

- (b) The Responsible Financial Officer (RFO) had prepared the bank reconciliation for period ended 31/10/24 in accordance with the Accounts and Audit Regulations, a copy of which had been issued to all Members via email in advance of the meeting. It was proposed by Cllr Peake, seconded by Cllr Brown and unanimously **RESOLVED** that the bank reconciliation be approved and signed by the Chairman, Cllr Mrs Allen during the meeting.
- (c) **RESOLVED:** It was proposed by Cllr Mrs Allen, seconded by Cllr Miss Toynbee that Cllr Graham Brown be the second signatory on the Parish Council's National Westminster Current Bank Account.

24/170 Public Participation Session

Mr & Mrs Davy reported on the current situation re the trees in Halfpenny Close, Chilworth. They plan to, with the assistance of Cllr Mrs Maureen Osman, to send individual questionnaires to near neighbours in Halfpenny Close who overlook the green - being numbers 13 to 29. The aim is to have the answers for the next Parish Council meeting on 12th December. The questions will be as requested by Robbie Stewart the Highways Environmental Officer - whether people would prefer to keep the number of trees on the green:

- a) the same as now
- b) to be less trees
- c) to be more trees

24/171 Reports, Communications and Updates:

Parish Clerk:

The Clerk's report had previously been circulated giving an update on the Parish Website - which will be discussed later in the meeting.

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Parish Councillors:

(a) Cllr Peake presented a hand-written draft letter and asked that it is sent to Surrey County Council and Guildford Borough Council regarding the 'status' of the path up to St Martha's Church.

RESOLVED: The Clerk to type a draft letter and circulate it to Councillors for comments to be discussed at the December Parish Council meeting.

(b) Cllr Mrs Allen's report had previously been circulated to Members giving an update on:

Climate Change

- Some Councillors will be visiting the Shalford Energy Showcase exhibition on 16th November at Shalford Village Hall (10am-5pm). It will inform about powering your house with renewable energy, how to reduce pollution, and save money.

Chilworth Station/Gunpower Mills Site

- A meeting on Tuesday 12 November between the Community Rail Partnership, Cllrs Mrs Allen, Miss Toynbee and Sam Jones, Surrey Hills Access Lead, to discuss creating an attractive information/map board at Chilworth Station, or just outside it.
- The North Downs Line Steering Group AGM is on 10 December in Guildford.
- There is a Community Rail Partnership visit to West Ealing in December to travel on a battery train trialled by GWR. They hope to have the trains in use by the middle of next year.
- The Chair completed a GWR survey, as a local resident, and highlighted the lack of trains stopping during the day at Chilworth and the difficulty some people had obtaining a ticket as there is no ticket machine at the station and a ticket must be bought on the train from the guard.

Surrey Hills National Landscape – Shaping the Future survey – Symposium 13 November

- Surrey Hills National Landscape have been asking for people to fill in an on-line survey called, 'Shaping the Future' prior to their Symposium. The Chair did so as a local resident.
- Symposium on 13 November Surrey University 5-8pm

Surrey Hills latest Boundary Review consultation

- As agreed by the Parish Council the Chair, on behalf of the Council, sent in comments supporting the proposed changes to the boundary at Smithwood Common, Cranleigh.

Firework Display at Chilworth CofE Infant School

- It was noted that this event, scheduled for Tuesday 5 November at the school, was cancelled.

Shalford, Peasmarsh and Chilworth Community Council (SPCCC) Councillor's Report:

Future SPCCC meeting dates:

21st November 2024 to be attended by Cllr Miss Toynbee

19th December 2024

24/172 Chilworth Village

Cllr Mrs Allen had previously circulated notes from the Shalford Community Council Meeting (SCC) held on Thursday 24 October 2024, attended by St Martha Parish Cllrs Mrs Allen and Mrs Osman:

Guildford Rotary Club - Advertising in Shalford for Purple-Pinkie to raise money and awareness for the eradication of polio worldwide

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Cllr Mrs Allen on behalf of St Martha Parish Council

- Introduced Maureen Osman to the meeting and mentioned that Debbie Toynbee had also just joined St Martha Parish Council.
- Mentioned road safety in the area around Roseacre Gardens on the A248 in Chilworth
- The Railway 200 project – which Shalford CC wasn't aware of – PAA agreed to send information to the SCC Clerk as this might be of interest regarding Shalford Station.
- Highlighted the use of volunteer SCC Path Wardens for cutting footpaths and bridleways in St Martha Parish. Shalford replied that they don't use them, but they have fewer footpaths and bridleways than St Martha.
- There is a potential clash of Annual Meetings on 22/05/25 and Nuala Livesey agreed to consider this when fixing the SCC 2025 meetings.

Surrey County Councillor - Bob Hughes

- Budget money tight but not as impecunious as some councils. Spending a great deal on transport to schools. Costs have risen, more pupils are claiming it and there is no expectation of more money for this from the Government. This is proving problematic and, in some cases, dangerous if children denied the means to get to school safely. No senior school nearby for Chilworth, or Shalford.
- Footpath 260 – GBC was supposed to do the work but not sure why it hasn't been done. Flooding is a problem and December to March last year was particularly bad. Perhaps things should be delegated to Parish Councils with funding, but GBC thinks this will be more expensive. Contractors are already being used by Farley Heath/Albury PC. PCs could share a contractor?
- 20 mph – a lot of speed reductions under consideration in various places including Chilworth. Consultation in Shalford already taken place so this might happen quickly here but there is no timetable for it at the moment.

Parking issues around Shalford Station

- Particular parking issues for Network Rail and Shalford Station for large vehicles with planned works in February 2025.

Shalford Energy Showcase Exhibition 16 November, Shalford Village Hall 10am-5pm

Posters advertising this event have been displayed on St Martha Parish Council noticeboards and website.

Surrey Hills Boundary Review - Shalford CC has commented

GBC Street Improvement Plan – Being reviewed

Community Champion Reception - Considered and agreed a nomination #

Dog Fouling - Dog fouling was occurring in a particular area of the Parish

Footpath 260 adjacent to Bradstone Brook between Shalford and Chilworth

- Access problems on the footpath, which is a regular route for families attending schools in both villages – agreed to get SCC Footpath Officer out to look at it – clear and tidy up the path – agree a long-term maintenance plan.

Shalford War Memorial

- Work should be finished shortly. Rededication of the Memorial will form part of the Remembrance Service on Remembrance Sunday and there will also be an 11 o'clock service on Monday 11 November. Proposal to close the A281 briefly during the wreath laying on Remembrance Sunday.

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Cemetery Wall- Quotes were considered for both the back and front wall and the work will be carried out in the spring

St Mary's Church History Week and Christmas Tree Festival- Agreed to have a table at the History Week with history information, particularly about the Shalford War Memorial, and to try and support the Tree Festival as well.

Report from St Martha Parish Council by Adrian Cansell

- The possibility of electronic signs at two Chilworth bus stops in St Martha - in particular outside Chilworth Station. Shere, Albury and Shalford have them. Bob Hughes agreed to look into this.
- QR Code at the Station and signage for the Gunpowder Mills Site at Chilworth Station and Vera's Path
- Trauma First Aid Kits – for public buildings used by the Parish Council.
- Licence for Chilworth School Firework Display on 5 November.

NB (St Martha Parish Councillors were introduced to the new Assistant Clerk of Shalford CC, Kate Waldock, after the end of the public part of the meeting.

24/173 Planning

- (a) To discuss and agree the recommendation to Guildford Borough Council on the following application(s):

Planning Application 24/P/0140_1 Postford Mill Cottages, Mill Lane, Chilworth GU4 8RP

Proposal: Erection of a ground floor garden room extension with an open porch with alterations following demolition of existing porch/ entrance hall

Members did not discuss this application at a meeting, no recommendation was sent to GBC.

- (b) To receive and note any outcomes from GBC on applications previously reported:

Planning Application: 24/P/01230 - Edale, 9 Pine View Close, Chilworth GU4 8RS

Proposal: Erection of single storey rear extension, two storey side extension and extension to front dormer.

GBC APPROVED 16/10/2024

Planning Application: 24/P/01207 - 7 Dorking Road, Chilworth GU4 8NW

Proposal: Erection of a rear pitched roof extension with the addition of rear facing dormer window.

GBC APPROVED 31/10/2024

24/174 Highways, Footpaths and Rights of Way

No new issues were reported other than previously Minuted.

24/175 Correspondence

No new correspondence received.

24/176 Chilworth War Memorial

Cllr Mrs Allen referred to the report – previously circulated to Members:

- The 'Silent Soldier' was put up at the War Memorial at the end of October by Michael Lunnon. He holds it on behalf of the Parish Council.

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- The Chair had agreed to lay a poppy wreath on behalf of St Martha Parish Council at the Act of Remembrance Service on Remembrance Sunday.
- The Chair checked in advance that the site was clean and tidy in preparation for the service.
- At the time of writing this report, the minor repair to the pointing on the Memorial steps had not been completed.

24/177 The Parish Website

The Clerk referred to the report – previously circulated to Members

The key points for Members to consider are:

- News items - decide which items (if any) need to be brought across to the new website.
RESOLVED: The clerk to review.
- The Gunpowder Mills - do we have our own information or just link to the other website?
RESOLVED: Cllr Miss Toynee offered to review the information as it is out of date.
- Members to note that the impact of moving from Perch (the content management system) is initially the clerk will be unable to update the information. Updates will incur a cost to the Parish Council, by Cowshed Business Services, which is estimated to be approx. £250.

24/178 Items for the next meeting

- The speed of vehicles travelling along the A248 near to Roseacre Gardens
- An update on the draft budget and precept for 2025/2026

24/179 Date of the next meeting: 12th December 2024