

Members of St Martha Parish Council are hereby summoned to attend the  
**PARISH COUNCIL MEETING**  
to be held on **Thursday 22nd July 2021 at 7.00 pm in St Martin's Church, Blackheath** for the  
purpose of transacting the following business.

Members of the public and press have a right and are cordially invited to be present at the  
meeting.

Anne Tait

## **AGENDA PART I**

### **1. APOLOGIES AND REASON FOR ABSENCE**

### **2. DECLARATION OF INTERESTS** by Members on agenda items

### **3. MINUTES to AGREE AND SIGN** by the Chairman as a true record the Minutes of the St Martha Parish Council Meeting held on 22<sup>nd</sup> June 2021.

### **4. PUBLIC SESSION to RECEIVE and CONSIDER** questions from members of the public.

### **5. REPORTS:**

#### **To receive Reports, Communications and Updates:**

**Parish Clerk:** A venue for forthcoming Parish Council Meetings and to set the date for the Annual  
Meeting of the Parish.

#### **Parish Councillors:**

- **To RECEIVE and NOTE** any updates from Cllr Pugh re The Epic cycle event.
- **To RECEIVE and NOTE** an update on the progress of the National Listing on 'The Bungalow'.
- **To RECEIVE and NOTE** from Cllr Peake to report on any issues for St Martha PC from the Shalford  
Meeting held on 24/06/2021.
- **To RECEIVE and NOTE from** Cllr Mrs Price an update on the recruitment of speed watch volunteers  
following the article in the June/July 2021 edition of the Chilworth Magazine.
- **To RECEIVE and NOTE** information re the Tillingbourne Environmental Project.
  
- **Borough Councillor's Report (5 Minutes)**
  
- **Surrey County Councillor's Report (5 Minutes):**

### **6. GUNPOWDER MILLS**

#### **West Lodge:**

**(a) To RECEIVE and AGREE** the revised Heads of Terms from GBC (dated 29<sup>th</sup> June 2021).

**(b) To RECEIVE and NOTE** an update on the two grant applications – Your Fund Surrey and HLF.

**(c) To RECEIVE and NOTE** any comments from Members unable to be present at the meeting with  
Claire Morris, Jacqueline Stewart and Mark Appleton on 08/07/21. See notes previously circulated  
from the Chairman on 10/07/21.

**(d) To RECEIVE and DISCUSS** the notes from the meeting between Cllrs Pugh and Tantram re the  
groups suggested for the 'West Lodge Project'.

**(e) To RECEIVE and NOTE** any update following the submission of the Guildford Heritage Registration  
Form.

## **7. PLANNING**

(a) To **RECEIVE and NOTE** the outcome of applications previously reported:

- **21/P/00951** Tower House, Lockner Holt, Chilworth GU4 8RG. Erection of replacement garage, following demolition of existing garage. **GBC APPROVED 01/07/2021**

(b) To **DISCUSS AND AGREE** a response to GBC on the following application:

- **21/P/01307**: Heathfield House, Lockner Holt, Chilworth GU4 8RG - Variation of Condition 1 (drawing numbers) of planning permission 20/P/00639, approved on 03/06/21 to allow the orientation of the approved dwelling on the plot to be modified.
- **21/P/01423**: 14 Mill Reach, Mill Lane, Chilworth GU5 9BA - Certificate of Lawfulness for a proposed development to establish whether a single-storey rear extension and associated works would be lawful.
- **GFD17175** - Pre-Application Enquiry for a telecommunications installation at Halfpenny Close to provide the surrounding area with 5G mobile coverage, while linking other sites into the wider Network.
- **21/T/00208**: The Old Cottage, Blacksmith Lane, Chilworth GU4 8NQ – remove dead and dying branches and dying vertical trunks.
- **21/W/00085** – The Charcoal House, Blacksmith Lane, Chilworth GU4 8NQ – Prior notification under Schedule 2, Part 3, Class O of the Town & Country Planning (General Permitted Development) Order 2015 (as Amended) for a proposed change of use from Offices (Class B1 (a)) to Dwelling houses (Class C3) comprising 3 dwellings.

## **8. HIGHWAYS AND RIGHTS OF WAY**

To **RECEIVE and CONSIDER** the issues along the Dorking Road described in an email received from a Parishioner on 21/06/21.

## **9. 'THE QUEEN'S GREEN CANOPY'**

To **DISCUSS AND AGREE** Cllr Mrs Allen's proposal regarding this project.

## **10. CORRESPONDENCE**

- To **RECEIVE and CONSIDER** the email (dated 08/07/21) from M Scott – re “Picnics and Pimms - assurances needed”.
- To **RECEIVE and CONSIDER** the letter of support for West Lodge from Surrey Choices – forwarded on 16/07/21.
- To **RECEIVE and CONSIDER** the letter of support for West Lodge from Juniper Hall – forwarded on 16/07/21.

## **11. FINANCIAL MATTERS**

- (a) To **RECEIVE and APPROVE** the schedule of payments presented by the Clerk.
- (b) To **RECEIVE and APPROVE** the bank reconciliation for June 2021.
- (c) To **RECEIVE and CONSIDER** the Internal Auditor's report on the Virtual Internal Audit carried out on 30<sup>th</sup> June 2021.
- (d) **Financial Regulation 3.2 - TO APPOINT** a Councillor to undertake the quarterly financial checks in accordance with this Regulation.

## **12. ITEMS FOR THE NEXT MEETING**

Items for inclusion on future agendas - to receive any suggestions from members.

**DATE OF THE NEXT COUNCIL MEETING:** 19<sup>th</sup> August\_2021 (Provisional date)

**EXCLUSION OF PRESS AND PUBLIC FOR CONFIDENTIAL BUSINESS**

EXCLUSION OF PRESS AND PUBLIC that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the items listed under Confidential Business of the Agenda.

**AGENDA PART II**

**13.** To **RECEIVE** and **CONSIDER** the June 2021 timesheet submitted by the Clerk

**14.** To **RECEIVE** and **CONSIDER** any applications for co-option of new Councillors onto the Council.