

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 9th November 2017 at Chilworth C of E Infants School

Present:

Cllr The Revd. S. Sokolowski (Chairman)

Cllr Mrs. P. Allen

Cllr P. Corning

Cllr R. Good (left at 22:00)

Cllr J. Peake

In attendance: Parish Clerk - Anne Tait

Also present: Shalford Parish Cllr Adrian Cansell, Surrey County Councillor Keith Taylor and four members of the public.

The Chairman welcomed everyone to the meeting, explained the emergency evacuation procedure and reminded those present to switch their electronic devices to silent.

AGENDA

17/109 APOLOGIES FOR ABSENCE

The Council accepted apologies and reason for absence from Cllr M. Lunnon.

17/110 DECLARATION OF INTERESTS

None were declared.

17/111 MINUTES

RESOLVED: That the Minutes of the Parish Council Meeting held on 14th September 2017 be signed by the Chairman as a correct record. It was **AGREED** that **DRAFT** Minutes should be displayed on the notice-boards and website following the Chairman's approval of accuracy.

17/112 THE GUNPOWDER MILLS SITE

West Lodge — The Chairman read the recommendations from the West Lodge Working Group on the 'Future of West Lodge'.

RESOLUTION: Cllrs accepted from the West Lodge Working Group that the future of West Lodge cannot be viewed in isolation, but must remain tied into a vision for the management of the Gunpowder Mills site for the future as provided for in Guildford Borough council's (GBC) own adopted Conservation Management Plan. The recommendations would be intended to support better delivery of the Conservation Management Plan by GBC as owners of the site.

A letter based on the recommendations to be drafted by the working party in reply to James Whiteman's letter of 8th June 2017.

Parking near West Lodge — A resident reported that parking is continuing to be a problem outside West Lodge. The Clerk was asked to contact Mark Appleton regarding the parking, with a copy to Hendryk Jurk and Surrey County Council Highways. The ownership of the verge needs to be identified.

The Flow of Water along the Canal: - ref: THM55636. The Clerk was asked to re-send a copy of the reply from the Environment Agency to Cllr Peake (dated 22/08/17) and he **AGREED** to discuss it at the next meeting of the Gunpowder Mills Group. The Clerk reminded those present that any further queries must be raised within two months if a review of the information sent is required.

RESOLVED: that the next Meeting of the Gunpowder Mills Group Annual Consultative Meeting

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would be held on Thursday 8th November 2018. The Clerk was asked to book the Mayor of Guildford and Chilworth Village Hall.

17/113 PUBLIC SESSION

An opportunity for members of the public and press to address the Council at this point. No items were discussed.

17/114 REPORTS

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting)

- **Parish Clerk**
 - a) **War Memorial - Risk Assessment of Trees** – the Clerk distributed a paper showing the comparison of the quotations received and TreemCompanies contacted. The Clerk was asked to contact Arbor Care and request a quote to remove the unsightly fir tree in the memorial Garden.
 - b) **Action Points** – an update on any outstanding points from the PC meeting held on 14/09/17 outstanding point – the co-option of a Parish Councillor. Cllr Corning to re-draft the poster.
 - c) **The Shalford Parish Council VAS – the Clerk reported that Cllr Lunnon will be meeting Bahram Assadi on Thursday 23rd November 2017 at 10:30 a.m. to identify the possibility of erecting a second pole at the Albury end of Chilworth.**

- **Surrey County Cllr** – Taylor reported that Patrick Giles has taken over from Ian Fowler.

- **Borough Councillors** – None present

17/115 THE CHILWORTH PARISH MAGAZINE

It was AGREED that Cllr Good would write the copy for the January/February 2018 edition. The Clerk reported that a request had been received from Cathy Browning with regard to a donation from the Parish Council towards printing costs.

RESOLVED: Councillors AGREED to award £25.00 in respect of the financial year ended 31/03/17.

17/116 PLANNING

(a) Outcome of those previously reported:

- **16/P/02399** - Blackheath Cottage – GBC APPROVED 25/10/17 (with conditions)

- **17/P/01814** – 138 Dorking Road, Chilworth, Guildford, GU4 8RF - Double storey porch with a single storey rear extension and alterations to the rear dormer roof. GBC REFUSED 30/10/17

(b) Notice of those received since last meeting:

- **17/P/02064** - 128 Dorking Road, Chilworth, GU4 8N. Certificate of Lawfulness for a proposed development to establish whether single storey side/rear extensions with first floor roof extension to incorporate new gable to the rear and changes to fenestration, following demolition of existing conservatory and kitchen extension would be lawful.

- **TREE APPLICATION - 17/T/00252** - The Tile House, Blacksmith Lane, Chilworth, GU4 8NQ T1: **Crown reduce by up to 3 metres and crown thin where possible.** Chilworth Conservation Area. Cllr Peake AGREED to view and circulate his observations/comments.

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- **17/P/02776** – 138 Dorking Road, Chilworth, GU4 8NW. Single Storey extension to the side and rear. New dormer roof to the rear. Cllrs Lunnon and Corning to visit and circulate DRAFT corporate response to Cllrs and Clerk by 27/11/17.

17/117 CORRESPONDENCE

To note any recent correspondence received by the Clerk:

- Cllr Mrs Allen to give an update on the Quiet Lanes and De-Cluttering Group 21/11/17 held in Ewhurst.

17/118 HIGHWAYS AND RIGHTS OF WAY

No matters were raised.

17/119 FINANCIAL MATTERS

a) Monthly Expenditure List

RESOLVED: To approve the monthly expenditure list for September, October and November 2017 (totalling £1,883.55 + VAT £80.25), as attached to record minutes. These were approved and the cheques signed.

b) The Clerk gave Councillors a financial statement for each budget head as at 09/11/17.

(c) **RESOLVED:** Councillors approved and accept the BDO Audit for year ended 31/03/17 and noted the issues arising.

(d) The Revision of the St Martha PC Financial Regulations

RESOLVED: To accept the revised Financial Regulations. The Clerk to investigate a cost-effective method of 'backing up' the Council's files.

(e) **RESOLVED:** A Working Party to be convened on 19/12/17 at 3:00 to start reviewing the budget for the 2018/19 precept.

17/120 ITEMS FOR THE NEXT MEETING

GDPR – The Clerk to enquire of SSALC re templates

Councillor Vacancy

Gunpowder Mills meeting

DATE OF NEXT MEETING: 18th January 2018

The Chairman thanked those present for their attendance and closed the meeting at 10:15 p.m.