

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 17th March 2021 at 7 p.m. by Zoom Video Conferencing

Present:

Cllr Mrs. P. Allen
Cllr G. Brown
Cllr J. Peake (Vice Chairman)
Cllr Mrs. C. Price
Cllr Jean-Pierre Pugh
Cllr The Reverend S. Sokolowski (Chairman)
Cllr Mrs Julia Tantram

In attendance: Parish Clerk - Anne Tait

Also present:

Cllr Richard Billington – Guildford Borough Council (left at 21:13)
Cllr Mrs Diana Jones – Guildford Borough Council (left at 20:00)
Mr Andrew Norris – (left at 21:15)
Cllr Keith Taylor – Surrey County Council (left at 20:38)

CHAIRMAN'S ANNOUNCEMENT

The Chairman welcomed everyone and explained the arrangements for conducting the Zoom meeting.

AGENDA

21/34 APOLOGIES FOR ABSENCE

21/35 DECLARATION OF INTERESTS – Cllr Ms Allen declared that she would not be participating in the discussion on planning application 21/T/00067 but would remain in the meeting.

21/36 MINUTES

RESOLVED: The Minutes of the Ordinary Parish Council Meeting held on 16th February 2021 were **APPROVED** as a correct record and will be signed by the Chairman (as soon as is practicable) at the earliest opportunity.

21/37 PUBLIC SESSION - no points were raised.

21/38 REPORTS:

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

Parish Clerk

1. **Cllrs DISCUSSED** the proposed change from Google Workspace to Microsoft Outlook for receipt of Parish Council emails.

RESOLVED: for the Clerk to arrange with Alan Oxford to make the migration.

2. **Cllrs DISCUSSED** future meeting dates in the light of the advice from National Association of Local Councils (NALC) that any statutory meetings held on and after 7th May 2021 must be face to face. There are currently no powers for Parish Councils to hold Virtual Meetings after this date. It was **AGREED** that as there is no venue in the Parish to hold face-to-face meetings the Annual Meeting of St Martha Parish Council will be held on Wednesday 19th May 2021 at 7 p.m. by Zoom. The Annual Meeting of St Martha Parish will be held later in the year – not by this title – and could be held in conjunction with The Annual Meeting of the Friends of the Gunpowder Mills on Wednesday 17th November 2021.

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Parish Councillors

1. Cllr Peake reported that four trees have been planted on the green at the end of Halfpenny Close. Additionally, one Sophora Japonica Regent has been planted behind the PC's bench in Halfpenny Close. This had been arranged by the Environmental Works at Surrey County Council with a 50% financial contribution from Cllr Keith Taylor's MCA allowance.
2. Cllr Mrs Price **REPORTED** on the Shalford Parish Council meeting held on 25/02/21. **Cllrs TO NOTE** that a developer has approached the Parish Council to build behind Chilworth Village Hall.
3. Cllrs **DISCUSSED and CONSIDERED** the Listing and Local Listing of properties in the Parish. Cllr Allen had previously circulated a draft letter and the completed form for Guildford Borough Council. If The Bungalow requires to be fully, listed Andrew Norris will provide the information for the form.

RESOLVED: – Cllr Allen to send in the Listing form to GBC for Pilar Lodge and the Clerk to send the draft letter to the owner - Mr Wilde. Cllrs Peake and Tantram to take the lead on preparing the Listing form for the Bungalow.

4. Cllr Mrs Allen **REPORTED** on the proposed improvements at Chilworth Station which will be a substantial enhancement by Network Rail and the Community Rail Partnership.

Borough Councillors – Cllr Jones **REPORTED** that grants are available to houses with residents who are vulnerable, on low income and disadvantaged. Cllrs **NOTED** the difficulty of identifying such residents due to privacy laws. Cllr Pugh asked if there are any publicity/posters available to display in the noticeboards. This could be put on the website and promoted on social media. Cllr Jones also **REPORTED** that the Deputy Leader of the Council, Cllr Caroline Reeves and former Mayor of Guildford, Cllr Gordon Jackson stepped down from the Council on 12/03/21, after serving our residents for a total of over twenty-five years. Cllr Jan Harwood is the new Deputy Leader of the Council.

Surrey County Councillor Keith Taylor **REPORTED** that Members County wide have been working on service arrangements for vaccination with the Local Resilience Forum.

21/39 HALFPENNY LANE AND SURREY HILLS

Cllr Mrs Price reported on the meeting she recently attended with PC Milford, and Bahram Assadi Surrey County Traffic Engineer to discuss various issues, including speeding, HGV's, and the condition of the road in Halfpenny Lane.

Bahram Assadi confirmed that no 'traffic calming' measures can take place without prior approval from Surrey County Council (SCC), whether funded privately or by SCC. However, Bahram Assadi confirmed that Halfpenny Lane is listed on the 'running order' for improvements. In the Autumn, a Scrutiny Committee identify/approve those projects using a 'triage' system. Due to funding issues any proposals may not be until Autumn 2022.

Changing the speed limits and weight restrictions are all about enforcement. Both PC Milford and Bahram Assadi commented that if users are not obeying the current road signs, then altering speed limits etc. will not make a big difference. Due to the rural nature of the lanes, the geometry of the roads etc. it is not possible to have lots of traffic calming measures. Apparently Trading Standards are drawing up new proposals to make it easier to prosecute/identify HGV's breaking the law.

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PC Milford AGREED to request another traffic survey, the last one was undertaken in October 2020 which coincided with half term for private schools. PC Milford will endeavour to 'patrol' the lane from time to time and alert his neighbourhood police teams to do the same. He also suggested setting up a community speed watch, as it may start to disrupt people's behaviour. This is something for consideration and would naturally involve input from residents as volunteers.

PC Milford suggested on the tight bend by The Channies a 'mirror' could be placed, so that vehicles approaching the bend would have vision of on-coming traffic. Cllr Mrs Price suggested that the Tyting Society may agree to funding this and take responsibility for the upkeep etc. Permission would also be required from the landowner.

21/40 THE GUNPOWDER MILLS

1. West Lodge:

Andrew Norris reported that he has been talking to Cllr John Redpath at GBC and felt reasonably positive the way it is going at the moment.

2. Application for Grants:

Cllrs Pugh and Mrs Allen considered that a meeting would be advisable as Cllrs need to have a wider understanding and discussion on where we are and how to take it forward. The suggested topics to be discussed were:

- Outgoings - What are our running costs likely to be in the future i.e. how much money will we need to raise each year?
- End users - Who is going to use the building? And who is interested at the moment?
- Funding - What do we need to proceed with our two applications?
- What other funding might be available?
- Status of the Lease from GBC
- Alternatives - If any of the above present insurmountable issues, what else might we do to preserve West Lodge. What other ideas do we have?

RESOLVED: Date of meeting – Wednesday 31st March at 7 p.m. Clerk to book and send out Zoom details. Cllr Brown to Chair the meeting. Cllr Pugh asked if any response had been received from Shalford Parish Council to our recent letter dated 22/02/21). The Clerk confirmed that no reply had been received. Cllr Pugh suggested that an invitation for a representative of Shalford PC attend the meeting.

- 3.** Cllr Mrs Allen reported that the wooden snail is disintegrating due to natural rotting. She reminded those present that it is an important feature to the site and to the dedication of a deceased family member. Cllr Mrs Allen will contact Rob Fairbanks and Hendryk Jurk for their comments regarding a replacement and a possible contact for a sculpture.

21/41 PLANNING MATTERS

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

- **21/P/00067 - The Beeches, Blacksmith Lane, Chilworth GU4 8NQ** – Part first floor, part single storey rear extension. **GBC APPROVED 10/03/2021.**
- **20/P/01377 Hurstcote, Halfpenny Lane, Chilworth GU4 8PY** - Erection of a glass link from the main dwelling to the existing garage, underground tunnel connecting the main dwelling to the existing garage, extensions, and alterations to the existing outbuilding. Construction of a swimming pool and replacement store. **GBC APPROVED 03/03/2021**

(b) Councillors to DISCUSS AND AGREE a response to GBC on the following applications:

- **21/P/00369: 38 Dorking Road, Chilworth GU4 8NR** – proposed garage conversion to habitable accommodation with first floor extension over, two storey front extension, single storey rear extension, changes to fenestration. Cllr Pugh noted that this will increase the floor by 40%.

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RESOLVED: The Parish Council recommend that GBC **APPROVE** the plans as submitted.

- **21/T/00067: Ferndale, Old Manor Gardens, Chilworth GU4 8NE.** – T1 (Cherry) – fell. T2 (Leyland Cypress) – remove four lowest limbs and remove deadwood on 3 main stems up to 5 metres. G1 (Hazel) reduce height by 2.7 metres to height of fence 1.8 metres. G2 (Laurel Hedge) behind shed reduce height by 1.5 metres to 3 metres, reduce width by 1 m garden side and beyond shed reduce height to 1.8m. Chilworth Gunpowder Mills Conservation Area.

RESOLVED: The Parish Council recommend that GBC **APPROVE** the plans as submitted.

- **21/P/00427: 8 Pine View Close, Chilworth, GU4 8RS.** Proposed front door infill extension, part conversion of garage to habitable accommodation, side infill extension between garage and house, two single storey rear extensions changes to fenestration and new rear patio and landscaping.

RESOLVED: The Parish Council recommend that GBC **APPROVE** the plans as submitted and support the suggested amendments in the pre-advice guidance from GBC, to include reducing the rear extension by 550 mm.

- **Cllrs to RECEIVE and NOTE** the following Enforcement Notice received from GBC: **EN/21/00029 – Oak House, Sample Oak Lane, Chilworth GU4 8QW** – Alleged unauthorised construction of industrial buildings.

21/42 HIGHWAYS AND RIGHTS OF WAY

Cllrs to **RECEIVE and CONSIDER** the narrowness of the A248 at Pine-View Close up to Mill Lane. Cllr Pugh reported that some of the high growing hedging leans into the road which makes large vehicles move into the middle of road. It was **ADREED** that is the landowner's legal responsibility to keep the hedges trimmed and to remove the clippings from the road.

21/43 CHILWORTH WAR MEMORIAL

It was **NOTED** that the replacement of the big corner piece was now under construction. David Allen has kindly **AGREED** to re-seat the slabs that currently are unstable.

21/44 FINANCIAL MATTERS

- (a) Cllrs **APPROVED** the schedule of payments. transfers and cheques present by the Clerk.
- (b) Cllrs **APPROVED** the bank reconciliation to 28/02/2021.
- (c) Cllrs **DISCUSSED and AGREED** that the number of authorised bank signatories at both Nat West and Unity Trust, require to be increased.

RESOLVED: Cllr Mrs Tantram to be a signatory both on the NatWest Bank Account and Unity Trust.

21/45 ITEMS FOR THE NEXT MEETING

Councillors agreed the following items for discussion at the next meeting:

- The Chilworth War
- Memorial remedial work
- Chilworth Station
- West Lodge Lease
- The narrowness of the A248 at Pine-View Close up to Mill Lane
- Local Listing on The Bungalow

The meeting closed at 10.07 p.m.

DATE OF THE NEXT COUNCIL MEETING: Wednesday 21st April 2021