

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 25th November 2014 at Chilworth C of E Infants School

Present:

Cll Cllr. D. Bunting (Chairman)	Cll Cllr. M. Lunnon (Vice- Chairman)	Cll Cllr. J. Peake
Cll Cllr. C. Seabrook	Cll Cllr. The Rev. S. Sokolowski	

In attendance: Anne Tait - Parish Clerk
Cllr Keith Taylor

Also present: Rosemary Lemon
Mr & Mrs M. Ede
Helen McIntyre
Cllr Mike Parsons – Shalford Parish Council
Michael Taylor – St Martha Parish Council Internal Auditor
June Tiller

PUBLIC SESSION

The public were invited to address the Council prior to the Council meeting:

Helen McIntyre asked about for an update on the proposed purchase of the field. Cllrs Peake and Bunting replied.

Helen McIntyre expressed concerns with regard to the pre- planning application sent to GBC for a change of use of the field to D2.

Helen McIntyre asked if the oak tree at the junction of Mill Lane and Dorking Road had a Tree Preservation Order. **Agreed the Clerk to enquire of GBC.**

Helen McIntyre expressed concern about the Parish Council Notice-boards - they were lacking in information.

It was AGREED that the Minutes of the last meeting should remain displayed until the next meeting Minutes are available – and displayed.

Helen McIntyre expressed concern about Bridleway number 252, and the poor state of the footpath along the A248 east of Lockner Farm. **AGREED** that the Clerk will report this to Guildford Borough Council.

14.113 APOLOGIES FOR ABSENCE: Cllrs Cathy Browning and David Wright

14.114 DISCLOSURE OF INTERESTS

Cllrs Peake and The Rev. Sokolowski declared a non-pecuniary interest in any items relating to the school as they are both Governors of Chilworth C of E Infants School. Cllr Sokolowski is employed by the Diocese and is Chairman of the Chilworth Community Association.

14.115 REPORT FROM LOCAL OFFICERS FROM SURREY POLICE

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The Clerk reported on a message from PC Ryan Stephens informing that he has left Guildford Neighbourhoods and joined an office based team at Guildford Police Station. The local team is now: PC Tom Bagley, PC Gregor Culross, and PCSO Damon Young. There was no report given – or sent to the Parish Clerk.

14.116 REPORT FROM LOCAL SURREY COUNTY COUNCIL AND GUILDFORD BOROUGH COUNCILLORS

Councillor Keith Taylor reported that at various meetings he has explained to all the PCs in his Division that the Guildford Local Committee has, this year, delegated some funding to "Clusters". The Eastern Cluster consists of the Horsley County Division (Bill Barker) and the Shere Division (Cllr Taylor). Guildford Borough Council has kindly agreed to match the County funding and each Cluster therefore has a total of £17,500 to be spent on addressing an issue or issues common to most or all of the local communities concerned. In recognition of this match funding, GB Councillors David Wright and Terence Patrick have joined Cllr Taylor and Bill Barker on the Cluster Committee.

St Martha Parish Council were invited to send representatives to a Cluster meeting held in Effingham on October 13th to discuss how this money might be spent and any other matters of common interest. Unfortunately, not every PC was able to send a representative but enough did so to give a reasonable cross-section. One of the issues mentioned by most participants was that of flooded roads, frequently associated with blocked drains. The normal Highways Budget does include provision for "jetting" (i.e. the use of hired tanker-like vehicles to suck out silt etc) to clear drains on a rota basis once or twice per year. However, particularly during periods of heavy rainfall, drains sometimes need jetting more frequently. The consensus was therefore that the most useful way to spend the £17,500 this year would be to hire an additional jetter vehicle for about 3 weeks and to make sure that this was used to clear those drains where the most frequent problems were experienced.

An extra jetter vehicle has now been booked for the three weeks from 2nd to 20th February. Cllr Taylor requested that the Clerk forward a list of drains/stretches of roads in the Parish which would benefit from additional jetting.

14.117 COUNCIL MEETING MINUTES

The Minutes of the Council Meeting held on 11th September 2014 were approved by Members and signed by the Chairman as a correct record after noting that June Tiller's attendance at the meeting was of a personal interest and she was not representing Shalford Parish Council.

APPROVED: Minutes of Council Meeting held on 11th September 2014.

14.118 MATTERS ARISING – NOT COVERED ELSEWHERE ON THE AGENDA:

- **War Memorial**

The Clerk reported that the restoration was now complete. Cllr Lunnon asked that Cllr Browning is formally thanked for her work. The Clerk confirmed that the GBC grant for War Memorial refurbishment had been claimed and received.

- **Parish Council Website**

The Clerk reported that the website was progressing with grateful thanks and tuition from Emma Hosking of Cowshed Design.

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- **Fencing around the War Memorial**
Agreed the Clerk to send as letter of thanks to Straight Line Fencing.
- **Parish Council Newsletter**
Cllr Bunting listed items that could be included.
Agreed the Parish Council produce a Newsletter early in 2015.
- **Bridge on Lockner Lane**
It was reported that this is now two-thirds completed.
- **Councillor attendance at the Shalford Parish Council meeting**
Agreed that Cllrs Bunting, Seabrook and Sokolowski will attend the meeting on 18/12/14 at Shalford Village Hall.

Cllrs Bunting, Peake and Seabrook gave a report on the meeting they attended on 24/07/14:

- Railway Bridge at New Pond Road is to be repaired and heightened.
- Cllr Palmer reported on the local plan and a proposed Hornhatch development.

14/119 FINANCIAL MATTERS:

Current Financial Statement – the Clerk gave a report on the current situation for each budget head.

£13,611.4 8	Business Reserve Account (as at 31/10/14)
£11,809.1 1	Current Account (as at 31/10/14)
£37,910.0 0	Field Current Account (as at 30/05/14)

Income received since last meeting (11/09/14):

- 58p interest on Business Reserve Account
- £1001.44 VAT reclaimed period relating to 01/02/12 – 31/07/14
- £1,700.00 GBC grant for War Memorial refurbishment
- £940.00 GBC grant for War Memorial Fencing

SCHEDULE OF CHEQUES FOR APPROVAL

- (a) Cheques for November 2014 totalling £5,105.63 (+VAT) as attached to record minutes were **approved and signed.**
- (b) To set the Precept for 2015/16
AGREED to convene a working party to discuss the budget until 10/12/14, to be held at St Thomas Church Rooms at 20:30.

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(c) Any other matters of a financial nature:

AGREED to pay Chichester Stoneworks 50% of total invoice from the Business Reserve Account until the grant is received from the War Memorials Trust. Clerk to advise Councillors on the procedure.

- **Bus Shelter replacement**

The Clerk reported that two quotations had been received:

1. Oakley Stables Ltd.
2. Littlethorpe Ltd.

AGREED that the Clerk obtain a 3rd quote as per Financial Regulations (11b).

14/120 PLANNING

- (a) Outcome of those previously reported – number 23 on the log
- (b) Notice of those received since last meeting – numbers 22 and 24 on the log
- (c) Report on Enforcement issues

[Appendix A](#)

14/121 REVIEW OF COUNCIL POLICIES

The Clerk reminded Councillors that an annual review of the following parish council policies is overdue:

1. Health and Safety
2. Freedom of information Requests
3. Data Protection
4. Financial Regulations
5. Complaints
6. Grant awarding
7. Asset Register
8. Standing Orders
9. Risk Assessment

RESOLVED to defer the agreement of updated items 7 and 8 until the January 2015 meeting.

14/122 CORRESPONDENCE AND CLERK'S REPORT

- The Clerk reported that an e-mail had been received from Rob Fairbanks, Surrey Hills AONB, Director, requesting a letter of support from the St Martha's Parish Council in support of Tales and Trails of the Tillingbourne Valley - HLF Our Heritage Project. This had been sent within the required time-frame.

14/123 GUNPOWDER MILLS GROUP

Cllr Bunting reported on the Annual General Meeting on Wednesday 19 November 2014 which was well attended. There was a question of how much of the Gunpowder Mills should be a sanctuary – quiet place and how much should it be part of a vibrant community. This produces a conflict of interest in the twenty-six acres owned by GBC, wild-life, buildings and architectural history. A new manager has been appointed and will take up the appointment in December 2014.

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14/124 HIGHWAYS /RIGHTS OF WAY

It was noted that the following repairs required attention by Guildford Borough Council:

1. 2 x 30mph speed signs in Sample Oak Lane – which have been battered by hedge trimmers
2. The post (originally the duck sign) outside 79 Dorking Road requires removing - following a collision with a vehicle and trailer
3. 30 mph sign on the A248 has been knocked over
4. The seat on the A248 at the entrance to Old Manor Lane – holly hedge requires cutting back – Cllr Seabrook agreed to cut it back.

AGREED that the Clerk report the above first three items to SCC Highways.

14/125 PARISH COUNCIL BOUNDARY REVIEW– A response had been requested from St Martha Parish Councillors by John Armstrong, Democratic Services Officer at Guildford Borough Council following the meeting on 10/11/14, attended by Cllrs Lunnon, Peake and the Clerk.

Following a short discussion, Councillors made no response to Guildford Borough Council, at the present time, regarding the Community Governance Review.

The meeting closed at 10.15 p.m.

DATE OF NEXT MEETING: Thursday 8th January 2015