

St Martha Parish Council
Minutes of the Meeting of St Martha Parish Council held on
10th September 2015 at Chilworth C of E Infants School

Present:

Cllr. Mrs. P. Allen	Cllr. D. Bunting
Cllr. M. Lunnon	
Cllr. C. Seabrook	Cllr. The Rev. S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Members of the Public: Adrian Cansell (Shalford Parish Council), June Tiller, Rosemary Lemon and Maggie Scott. Cllr Richard Billington (GBC) arrived at 20:00 and left at 20:45.

15/77 STATEMENTS BY THE PUBLIC Prior to the commencement of the formal meeting, members of the public were invited to speak.

- Rosemary Lemon reported that she was in favour of extending the yellow lines, and would like white lines on the double-dropped kerb outside her property in Dorking Road.

15/78 APOLOGIES AND REASON FOR ABSENCE

- Cllr John Peake – vacation
- Cllr Keith Taylor – Surrey County Council

15/79 DISCLOSURE OF INTERESTS

No declarations were made.

15/80 MINUTES

RESOLVED: that the Minutes of the meeting held on 9th July 2015 be approved by Councillors and signed by the Chairman as a correct record.

15/81 REPORTS:

- Local Officers from Surrey Police – Officers were not present and the Clerk was not sent any crime statistics for reporting on their behalf.
- County Councillor – not present
- Councillors reported on the Shalford Parish Council meeting held on 23/07/15. The one relevant matter - Rice's Corner to be discussed under Highways.
- Chairman:
 - a) Chairs Networking day on 21st July 2015 – the Chairman gave a brief report on proceedings.
 - b) Tillingbourne Valley Steering Group meeting on 6th July and 7th September 2015, the Chairman gave a brief report on proceedings. The Chairman and Maggie Scott gave an update on progress. It was reported that the next meeting is the launch meeting in Shalford Village Hall on 23rd November 2015 at 7 p.m..
 - c) Section 106 application for playground equipment at Brookwood. The Chairman reported that permission is still awaited from Thames Water who is the landowner. Shalford Parish Council has agreed to manage the project.
- Parish Clerk:
 - a) A Defibrillator for Chilworth: Maggie Scott was invited to introduce this item re the progress of Chilworth2gether providing a defibrillator for installation in a public place in Chilworth. Maggie reported "*that research has revealed we have an expert living in the village, and he is able to make a spare defibrillator available to*

Chilworth Village, providing we can find some volunteers to be trained (for free) who will help to maintain it. Chilworth2gether is now looking for support, and has approached the Care Committee to be their partner, but it is outside their remit. Chilworth2gether will underwrite any costs associated with the installation of the defibrillator and is prepared to put funds aside to cover the cost of a new defibrillator if we have to return the borrowed one in the near future. Cllrs thanked Chilworth2gether for taking this initiative forward. The Clerk agreed to post this as a news item on the website, requesting anyone interested in being a volunteer should contact Chilworth2gether”.

- b) Extending the parking restrictions along Dorking Road, Chilworth: The Clerk sent the following suggested dates to Andy Harkin and Keith Taylor for viewing the parking along the Dorking Road in Chilworth:
- Councillor Sokolowski at 3 p.m. on Tuesday 29th
 - Councillor Mrs Allen at 2 p.m on Sunday 4th October
- c) The Clerk reported on the GBC invitation to consult on a draft Statement of Principles (Gambling Act 2015) 2016-19. The draft policy and online survey can be found at <http://www.guildford.gov.uk/gamblingconsultation>
Cllr Billington reported that there are no gambling establishments presently in the vicinity, however, GBC are now consulting on a wide-ranging policy in case one opens.

15/82 CHILWORTH WAR MEMORIAL

It was noted that correspondence and a report had been received from John Bailey; Anne Bott (SSALC) and Helen Bowman (War Memorial Trust). It was AGREED to send John Bailey’s report to John Rye requesting his comments within fourteen working days.

15/83 FINANCIAL

(a) The Clerk reported on the following balances:

£6,114.47	Business Reserve Account (as at 01/09/15)
£8,665.41	Current Account (as at 01/09/15)
£1,095.00	Field Current Account (as at 01/09/15)

Income received since last meeting (09/07/15):

- 49p interest on Business Reserve Account (23p in August and 26p in July 2015)

(b) SCHEDULE OF CHEQUES

The Clerk presented the schedule of cheques for Councillors’ consideration, approval and confirmation.

RESOLVED to approve cheques totalling £350.30 (+ VAT totalling £16.39) as attached to record Minutes.

(c) AUDIT FOR THE YEAR ENDING 31 MARCH 2015 The Annual Return for the year ending 31 March 2015 was presented to the Council with the external audit opinion given to be **approved and accepted**.

(d) PARISH COUNCIL’ S NATWEST CURRENT ACCOUNT

RESOLVED that the Chairman, Cllr Stephanie Sokolowski would be the third signatory.

(e) LOG OF CLERK'S HOURS

The Clerk reported that the log of Clerk's hours had not yet been finalised and would be reported on at the next meeting.

(f) GBC GRANT AID FOR PARISH COUNCILS (CONCURRENT FUNCTIONS) 2016-17

It was AGREED that the following two projects should be undertaken:

- i. Repair to kissing gates
- ii. Replace/re-new seat at the end of Halfpenny Close

RESOLVED that the Clerk should complete a grant aid form for the above two projects.

15/84 PLANNING

- (a) The Clerk reported on the outcome of applications previously reported as shown on Appendix A
- (b) The Clerk gave notice of applications received since last meeting as shown on Appendix A.

[Appendix A](#)

15/85 BUS SHELTER AT CHILWORTH RAILWAY STATION

The Clerk reported that following a complaint received by Guildford Borough Council, Officers measured the height and found that the headroom varies on the corners between 1.86m and 1.95m. Bahram Assadi Surrey County Council's Traffic Highways Engineer, confirmed that the current height does not conform to legal requirements and the roof/supports of the shelter will have to be raised by 400mm to give an overall even height of 2.26m. The Clerk also reported that written confirmation has been received from Bahram Assadi:

"The new bus shelter in Dorking Road overhangs the footway and is not tall enough. As you are aware recently there has been a complaint about it. This has created a safety hazard for some pedestrians/bus passengers using the footway or the bus stop. There are no lighting columns in the vicinity of the bus shelter and putting up a notice stating 'BEWARE LOW BEAM' will not be visible during dark evenings. Given the above, the roof of the bus shelter should be raised as discussed."

15/86 THE APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES TO GUILDFORD BOROUGH COUNCIL'S CORPORATE GOVERNANCE AND STANDARDS COMMITTEE

The Clerk reported on an e-mail received from Ola Dejo-Ojomo, Guildford Borough Council Committee Manager with regard to the above.

RESOLVED that this Council nominates Charles Hope.

15/87 REVIEW OF COUNCIL POLICIES

RESOLVED: to adopt the recommendations from the working party held on 23/06/15:

- Complaints Policy
- Grants and Donations

15/88 GUILDFORD BOROUGH COUNCIL (GBC) REVIEW OF COUNCILLORS ALLOWANCES

RESOLVED that this Council make a recommendation to GBC to allow Parish Councillors to claim travelling expenses to attend training courses offered by SSALC (Sussex and Surrey Association of Local Councils). This is to ensure that no Member is excluded from attending training for financial reasons.

15/89 ST MARTHA BUSINESS PLAN

It was AGREED to convene an Extra-ordinary meeting to discuss this item. Councillors to e-mail suggested dates.

15/90 COMMUNITY GOVERNANCE REVIEW

The Clerk reported on an e-mail from John Armstrong stating that following the initial public consultation on the three options, Guildford Borough Council, considered the outcome on 07/07/15. The Council is supporting Option 1 and recommends there should be a change to the

parish boundary. From 20/07/15, a further public consultation will take place to find out what local people think about the detailed proposals.

John Armstrong requested that this Parish Council responds formally to the Stage 2 public consultation before the 12/10/15 deadline.

RESOLVED that the Clerk drafts a letter to Mr Armstrong for Councillors to comment on before 7th October 2015.

15/91 ST MARTHA AND BLACKHEATH BOUNDARIES

The Chairman reported on the message received from Peter Maggs with regard to the Triggs Turner part of Blackheath and whether it should be part of Wonersh Parish or St Martha and, by implication, Waverley or Guildford Borough.

Cllr Mrs Allen reported that she had subsequently spoken to Peter Maggs and he has decided that this is not an ideal time to pursue this issue. Therefore there is no action at present, however it was noted that the issue has been raised at the Wonersh Parish Council meeting.

15/92 GUNPOWDER MILLS GROUP

It was noted that in the Minutes of the meeting held on 09/07/15 (Minute Number 08): Glenys Crocker had informed Wayne Cocroft that the Chilworth Gunpowder Mills Group supported the listing of the War Memorial and sent him some information and photographs.

It was also noted that a message had been received from Hendryk Jurk on 19/08/15 – *“we are currently in the stage of collecting quotes for a replacement bridge. Our asset management team has recently taking over the maintenance of our bridges, and we needed to confirm whether a replacement bridge would require listed building and scheduled ancient monument consent”*.

15/93 HIGHWAYS

The Chairman reported on an e-mail received from Cllr Peake Road with regard to the junction at Rice's Corner:

“This was discussed at Shalford Parish Council's mtg. on 23/07/15 and it appears that Surrey County Council has it under review at present. It is the T-junction between the A248 and the B2128 from Wonersh. In the past a mini roundabout has been proposed. Many years ago this was costed at £600,000, mainly due to cost of re-routing underground services. It is now apparent that traffic lights would be a much better and much cheaper solution. Shalford Parish Council will press Surrey County Council for this and I think we should as well.

15/94 ITEMS FOR THE NEXT MEETING

- SCC Footpath running parallel to Sample Oak Lane
- Footpath along Lockner Farm
- Bridge on Gunpowder Mills

Date of next meeting: Thursday 12th November 2015

The Chairman closed the meeting