

ST MARTHA PARISH COUNCIL

DRAFT - TO BE AGREED ON 10TH SEPTEMBER 2015

Minutes of the Meeting of St Martha Parish Council held on 9th July 2015 at Chilworth C of E Infants School

Present:

Cllr. Mrs. P. Allen	Cllr. D. Bunting
Cllr. M. Lunnon (Chairman for this meeting)	Cllr. J. Peake
Cllr. C. Seabrook	

In attendance: Parish Clerk - Anne Tait
Surrey County Council – Cllr Keith Taylor

Members of the Public: Adrian Cansell (Shalford Parish Council), June Tiller, Helen McIntyre, Mr & Mrs Mick Ede and Rosemary Lemon

15/64 STATEMENTS BY THE PUBLIC Prior to the commencement of the formal meeting, members of the public were invited to speak.

- A discussion took place with regard to the Guildford Borough Council meeting on 7th July and the contents of the second consultation. This will run from 20th July – 12th October 2015. The Chairman reported that this item would be discussed at Agenda item 8 (now Minute number: 15/72).
- June Tiller reported that she had a question on finance, the Chairman agreed to take this at Agenda item 6.

15/65 APOLOGIES FOR ABSENCE:

Cllr. The Reverend S. Sokolowski
Surrey Police - PCSO Damon Young

15/66 DISCLOSURE OF INTERESTS

No declarations were made.

15/67 REPORTS

PCSO Damon Young was unable to be present, but sent the Clerk the following crime statistics:

- 08/06/15 Assault at Newlands Corner
- 09/06/15 Assault at Newlands Corner
- 10/06/15 Mini excavator stolen from rear garden of property Chilworth Road Albury
- 14/06/15 Theft of taxi fare at Newlands Corner
- 19/06/15 Attempted burglary of a farm outbuilding (Non Dwelling)

PCSO Damon Young also reported to the Clerk that there is an increase in deception calls; these are mainly to the elderly and are a SCAM. Details are as follows:

You will receive a call from someone stating that they are calling from the police. They will give you a collar number and ask you to call back to verify that they are who they say they are. Use a

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different phone to do this preferably a mobile as they keep the line open on their end so when you call back you are still talking to the people that called you originally.

They will state that they believe that there has been illegal use of your bank account and they will ask for your personal and bank details including PIN numbers.

If they obtain your bank and PIN details they will send someone to pick up your bankcards. If they do not obtain your details they will ask you to withdraw large amounts of money and send a courier to pick it up.

Surrey Police and your bank will NEVER ask you for your PIN number

He urged anyone receiving one of these calls to report it to Surrey Police.

- **Guildford Borough Councillors** – Cllrs Billington and Wright were not in attendance
- **Surrey County Councillor** – Cllr Keith Taylor reported that he was the Chairman of the Guildford Local Committee, which is a joint committee of both County and Borough Members. An agenda item for the Local Committee meeting held on 17/06/15, included a general report on extending the yellow lines along Dorking Road in Chilworth. Kevin McKee, Parking Services Manager Operational Services (Guildford Borough Council [GBC]) subsequently decided not to ask the Local Committee for authority to consult on the proposal for parking restrictions at the meeting in June, as additional time was required to consider the issues and implications.

Cllr Taylor explained that GBC would need the authority of the Local Committee before starting any public consultation. Mr. McKee had received numerous comments from people in the area, and any future proposals maybe different. Those who are expressing their views now, may feel they have already made their comments as part of a consultation. He assured the Parish Council that GBC would always consult before parking restrictions are introduced.

Cllr Taylor confirmed that there is no direct step for a Parish Council consultation and there is no consultation at the moment. If GBC does get the authority to consult on a proposal, comments would be welcome at that stage.

15/68 MINUTES

Minutes of the Annual Meeting held on 21st May 2015 and the Extra-ordinary meeting held on 29th June 2015.

15/44 – Cllr Bunting asked for clarification. The Clerk reported that Cllr Sokolowski attended a meeting of the Tillingbourne Valley Steering Group on 6th July 2015. Cllr Sokolowski was unable to be present at the meeting, so her report and a decision whether to appoint a representative from the Parish Council on the Steering Group will be confirmed at the September meeting of the Parish Council.

15/50 - Cllr Peake requested that the interest received on the Business Reserve Account should state 25p and not 0.25p.

It was RESOLVED that following the amendment at 15/50 the Minutes were approved by Councillors and signed by the Chairman as a correct record.

15/69 MATTERS ARISING – NOT COVERED ELSEWHERE ON THE AGENDA:

- **Chilworth War Memorial** – the Clerk reported on the information and price banding that would be levied for assistance from Trading Standards. It was AGREED not to proceed.

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- **Parish Councillor Vacancy** - It was AGREED to advertise in the St Thomas Newsletter and on the Parish Council Website.
- **Parish Council Newsletter** – It was AGREED not to produce a Newsletter and to display a copy of the Chairman’s Report and the Accounts for the Year End on the notice boards and website.
- **Section 106 monies Haywards Corner:** As Cllr. Sokolowski was unable to be present, no update was given.

15/70 FINANCIAL

(a) A financial report was given by the Clerk:

£6,113.71	Business Reserve Account (as at 01/06/15)
£11,338.67	Current Account (as at 02/06/15)
£2,345.00	Field Current Account (as at 01/06/15)

Income received since last meeting (21/05/15):

- 24p interest on the Business Reserve Account
- £300.00 refund by HM Revenue & Customs – PAYE penalty relating to tax year 2011/2012. St Martha PC paid this on 03/09/12; the penalty was cancelled on 09/04/13.

(a) Schedule of cheques for consideration, approval and confirmation as presented by the Parish Clerk.

It was RESOLVED to approve cheques for July 2015 totalling £2,040.54 (+VAT = £127.27) as attached to record Minutes.

(b) Any other matters of a financial nature:

- Wellers Hedleys Solicitors (Wellers Law Group) the Company recommended by SSALC – interim account for £276.00 (including VAT of £46.00). This charge relates to: an initial ‘phone call to Ian Davison following the PC meeting 12/03/15 (Minute No: 15/25) and exchange of e-mails between 30/03/15 and 18/05/15.

It was RESOLVED to approve the above payment, but in future to seek clarification from Wellers Law Group as to when the advice triggered an invoice.

- June Tiller requested information on the finances held in the Field Account managed by the Parish Council. The Chairman explained that the Clerk had returned 63 donations, but there was still £2,345.00 unclaimed in the bank account. The Clerk reported that a further reminder would be sent shortly to the donors who had not yet advised where they would like their donation returned.

15/71 PLANNING

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

Appendix A

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15/72 COMMUNITY GOVERNANCE REVIEW

- The Chairman gave an update on the Guildford Borough Council meeting on 7th July 2015 when Councillors considered a detailed report on the outcome of the initial consultation, together with the other statutory considerations and resolved to support Option 1. He explained that this will require a further public consultation with:
 1. All local government electors living in Shalford and St Martha parishes.
 2. Shalford Parish Council, St. Martha Parish Council, Surrey County Council and any other person or body which appears to have an interest in the review (e.g. local businesses, local residents' associations, amenity groups, local public and voluntary organisations) on the following recommendations:
 - a) That the area of the parishes of Shalford and St. Martha be altered so that the Chilworth parish ward ceases to be part of Shalford parish and becomes a part of St. Martha parish.
 - b) That the name of Shalford parish shall remain unchanged.
 - c) That the name of St. Martha parish shall change to "Chilworth in St. Martha".
 - d) That both parishes shall continue to have parish councils, whose names shall be "Shalford Parish Council" and "Chilworth in St. Martha Parish Council".
 - e) That the following electoral arrangements shall apply to Shalford Parish Council:
 - i) The year in which ordinary elections of Councillors are to apply shall remain unchanged, i.e. the next year of ordinary elections shall be 2019.
 - ii) The total number of Councillors to be elected to the parish council shall be seven.
 - iii) The parish council shall be divided into two wards for the purpose of electing Councillors.
 - iv) The names of the two remaining parish wards shall remain unchanged, (i.e. Shalford ward and Peasmarsh ward).
 - v) The boundaries of the two remaining parish wards shall remain unchanged.
 - vi) The number of Councillors to be elected for those wards shall be five for Shalford parish ward and two for Peasmarsh parish ward.

That the following electoral arrangements shall apply to Chilworth in St. Martha Parish Council:

- f) The year in which ordinary elections of Councillors are to apply shall remain unchanged, i.e. the next year of ordinary elections shall be 2019.
 - vii) The total number of Councillors to be elected to the parish council shall be nine.
 - viii) The parish council shall not be divided into wards for the purpose of electing Councillors.
 - ix) The Stage 2 Consultation will start on Monday 20 July and run until **5pm on Monday 12 October 2015**
- John Armstrong requested that the Parish Council respond formally to the Stage 2 public consultation before the 12 October 2015 deadline. Page 2 of the consultation paper provides details for completion.
 - Cllr Allen requested that a discussion should take place with regards to the Parish boundaries of Blackheath Village and St Martha. Cllr Allen suggested that Peter Maggs could be invited to speak

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on this at the next meeting in September.

15/73 REVIEW OF COUNCIL POLICIES

- Complaints Policy
- Grants and Donations

Councillors AGREED to defer agreeing to the recommendations from the working party held on 23/06/15 until additional information is sought from SLCC.

15/74 GUNPOWDER MILLS GROUP

- **Foot bridge over the canal at the bottom of Vera's Path**

Councillor Peake reported that Hendryk Jurk the Countryside Manager stated *"that he was currently looking into what kind of consents are needed to replace the bridge as a whole"*.

15/75 HIGHWAYS AND RIGHTS OF WAY

- Cllr Seabrook reported that Tom Childs – Guildford Borough Council had arranged to move the fallen Horse Chestnut tree that had fallen across Vera's Path.
- The Clerk agreed to send a request to Surrey County Council with regard to clearing the pavement east of Lockner Farm.
- It was reported that the tree planted by Chilworth2gether on the grass triangle by Chilworth Railway Station had now died. Rosemary Lemon reported that Chilworth2gether were aware.

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15/76 ITEMS FOR THE NEXT MEETING

- A review of the St Martha Parish Council Business Plan

The Chairman thanked those present for their attendance and closed the meeting at 9.45 p.m.

DATE OF NEXT MEETING: 10th September 2015