

ST MARTHA PARISH COUNCIL
Minutes of the Meeting of St Martha Parish Council held on
9th March 2017 at Chilworth C of E Infants School

Present:

Councillor Mrs P. Allen	Councillor P. Corning	Councillor R. Good
Councillor. M. Lunnon	Councillor J. Peake	Councillor The Rev. S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Also present: Councillor Adrian Cansell (Shalford Parish Council)
Councillor R. Billington (Guildford Borough Council)
One member of the public

The Chairman welcomed everyone to the meeting and explained the evacuation procedure.

PUBLIC SESSION

A member of the public reported on the very low water flow in the ancient canal which runs through the Gunpowder Estate. It was AGREED to send a letter to the Environment Agency, Councillor Peake to draft a letter and send it to the Clerk.

It was reported that there is a broken drain cover (Fire Hydrant) at the junction of Sample Oak and Haywards Corner. The Clerk was asked to report this to Surrey County Council Highways.

AGENDA

17/31 APOLOGIES AND REASON FOR ABSENCE

Apologies for absence were received and accepted from Councillor K. Taylor (Surrey County Council).

17/32 DECLARATION OF INTERESTS

Planning Application: **17/P/00396**, Councillors Mrs Allen, Peake and Sokolowski declared that they knew the applicant.

17/33 MINUTES OF THE PREVIOUS MEETINGS

It was **RESOLVED** that the Minutes of the St Martha Parish Council meeting held on 9th February 2017 be approved and signed by the Chairman as a true record.

17/34 REPORTS - Councillors received the following Reports, Communications and Updates (for information only, or to be discussed as an Agenda item at a future Council meeting).

a) Parish Clerk gave an update on the following:

- The Pothole outside 38 Dorking Road – [Ref No: 993137] has now been repaired.
- The faded white lines at the junction of A248 and B2128 [Ref no: ME-334577] are still to be actioned by SCC.

b) Parish Councillors gave an update on the following:

Councillors Corning and Peake – gave an update on planning for the Annual Assembly. The following speakers have been booked:

- Ali Oakden on Pony riding for disabled children.
- John MacRae- Brown on the Manor's vineyard, giving an update on his talk in 2016.

- Sophie Coad, of the Surrey Wildlife Trust has agreed to arrange for a speaker on Wildlife Gardens or Otters. It was AGREED to print a flier for distribution to each household in the Parish. Councillors to collect fliers from the St Thomas Church and deliver according to Councillor Mrs Allen's list. Chairman to order small cupcakes.

Councillor Mrs Allen – gave a brief report on the SSALC Spring Conference held on 02/03/17. The notes were previously circulated on 06/03/17. Councillor Cansell reported on the crime statistics from the Shalford Parish Council meeting. It was noted that these stats. are available on line from www.intheknow.community

Councillor Lunnon – gave a brief report on the Shalford Parish Council meeting held on 23/02/17. The notes were previously circulated on 23/02/17.

Councillor Sokolowski – Confirmed her attendance at the Employment Briefing & Awareness event on 06/06/17 at East Horsley.

Councillor Corning – confirmed he would attend and complete the booking form for the Social Media Workshop 12/07/17 in East Grinstead.

Councillor Sokolowski - confirmed her attendance at the Shalford Parish Council meeting on 20/04/17 at Peasmarsh.

- c) Borough Councillor - Councillor Billington reported on a new post for GBC, a Rural Economic Officer Chris Stanton. The post is for one year to report on the economic activity currently being offered. The Woodbrige Road Sports Pavilion is not only a cricket pavilion, it now offers facilities for other sports. Burpham Court Farm is selling the western side buildings, eastern side will now be a wetland. River Wey is clear and in the long term the plan is to improve the quality of water as there are not enough invertebrates. The Town Bridge lost one of the old Willow trees as it was dead, a replacement will be planted in the Autumn. The Spectrum is undergoing an early consultation of current facilities.

17/35 **FINANCIAL MATTERS**

- (a) The schedule of cheques totalling £578.89 (+ VAT totalling £33.35) as attached to record Minutes were **approved and signed**.

Appendix A

- (b) The Clerk distributed the following reports to each Member:

- A bank reconciliation for the period ended 31/01/17 and noted that HMRC had re-paid the VAT totalling £1,543.43 for the period 01/08/15 – 31/12/16.

- (c) Councillors reported from their check of Log of Assets:

- Councillor Mrs Allen reported that there is one tile missing on the new bus shelter roof
- Councillor Lunnon had nothing to report on kissing gates and steps
- It was AGREED that the Clerk would design a form to collate the information from the logs. Councillor Mrs Allen suggested that each Member should report on their log every 6 months. It was AGREED to make this an Agenda item in June and November. The Clerk reminded Councillors that if an urgent repair is required, the Clerk should be notified immediately. Councillor Peake to take over Councillor Seabrook's Log – the two Village Benches.

A discussion took place on conducting a risk assessment on trees situated on land owned by the Parish Council. It was AGREED that the only land owned by the Parish Council is around the War Memorial. The Clerk was asked to contact Keith Taylor to clarify who owns the land around the War Memorial.

17/36 **PLANNING**

(a) The Clerk reported on the outcome of applications by Guildford Borough Council of those previously reported:

- **16/W/00122** The Charcoal House - **APPROVED** on 27/02/17
- **16/P/02534** 126 Dorking Road - **APPROVED** on 13/02/17

(b) Notice of those received since last meeting:

- **17/W/00023** - Saddlers End, Blacksmith Lane, Chilworth, GU4 8NF – Permitted development - Prior notification for a single storey 4.8 metre rear ext., 3.26 m high with an eaves height of 2.51 m
- **17/T/00038** - Land adjacent to, 3 Powder Mills Place, Blacksmith Lane, Chilworth, Guildford, GU4 8BF – Unidentified tree species (T1, T2, T3, T4) - removal of branches as per annotated documents (Chilworth Gunpowder Mills Conservation Area).
- **EN/17/00056** – **Basie Cottage** notification of an Enforcement Case
- **17/P/00396** Little Brook, Old Manor Lane, Chilworth, Guildford, GU4 8NE- New porch, removal of the timber cladding to the east elevation to be replaced with render and changes to fenestration.
RESOLVED: to recommend APPROVAL this application as submitted.

(c) The Chairman proposed a new planning system/procedure for St Martha Parish Council. The Parish will be divided up into geographical areas and each area will be designated to two Councillors. They will visit the location with the plans and report back to full Council for a corporate response to be AGREED. Geographical areas and Councillors involvement to be AGREED.

(d) The Clerk was asked to contact Peter Stevens (Business Manager, Planning Services) to request the loan of an A3 printer, as viewing p/applications on-line is not ideal for Councillors.

17/37 THE GUNPOWDER MILLS SITE

West Lodge: The Clerk reported that a meeting with Guildford Borough Councillors had been arranged on Thursday 16/03/17 at 9 a.m. at Millmead Offices. The Clerk to book a car parking space for Councillor Mrs Allen.

17/38 NEWLANDS CORNER

The Clerk reported on the application: COM/3158795, dated 13 September 2016, made under Section 38 of the Commons Act 2006 (the 2006 Act) for consent to carry out restricted works on common land. The application was made by Surrey County Council on behalf of the Albury Estate. The works comprise of the installation of three Pay and Display car park machines with associated signage. Application **GRANTED** on 16th February 2017.

17/39 BUSINESS PLAN

Councillors discussed the meeting held with Anne Bott on 07/03/17. It was AGREED that the Clerk would collate and circulate the bullet notes. Councillors to arrange a meeting and decide on short, medium and long term goals/ plans. The Clerk AGREED to obtain information from Surrey County Council on Community Resilience.

17/40 HIGHWAYS

As reported in the public session there is a broken drain cover (Fire Hydrant) at the junction of Sample Oak and Haywards Corner.

17/41 ST MARTHA PARISH COUNCIL COMMUNICATIONS

- Members discussed the recently published Responses to Draft Local Plan 2016 consultation Councillor Mrs. Allen reported that there are a lot of comments from Chilworth residents on the proposed loss of Green Belt.

- The Clerk reported on an e-mail from A. Norris about a public notice in the Surrey Advertiser announcing that it intends to appropriate and dispose of Tyting Farm and get rid of any restrictions on its use thereafter. Representations to be made before 02/04/17. Councillor Billington confirmed that there was no plan to sell the land.
- Members noted and discussed the invitation from Wonersh Parish Council to meet informally regarding commenting on planning applications generally in Blackheath, which is an area of common interest.
- The Clerk reported on an e-mail from Shalford Parish Council inviting a member of St Martha PC to be trained to manage the VAS sign that they are receiving so that it might be used in St Martha parish at some time. Training is available on a course on Tuesday 11th April 6-9pm at Guildford Sea Scouts Dapdune Wharf Guildford. Councillor Lunnon AGREED to attend. The Clerk AGREED to inform Shalford Parish Council.
- The Clerk reported that the Parish Council's laptop is now in working order. The Clerk asked Councillors for comments on Emma's suggestions on the 'news items' section on the website.
- It was AGREED that the present arrangement of up-loading the news items on the website would continue until the end of May 2017.

17/41 THE DUNSFOLD PARK DEVELOPMENT

The Clerk reported that on 8th March 2017, the Secretary of State called in the application for planning permission at Dunsfold Park. A Planning Inspector will hold a local inquiry and recommend to the Secretary of State the future of the application. The Planning Inspectorate will decide the date and location for the public inquiry.

17/42 ITEMS FOR THE NEXT MEETING – none raised

17/43 DATE OF NEXT COUNCIL MEETING – the date of the next Ordinary Parish Council Meeting is Thursday 6th April 2017.

The Chairman closed the meeting at 9:40 p.m.