

## ST MARTHA PARISH COUNCIL

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### Minutes of the Meeting of St Martha Parish Council held on 11 October 2022 at 7:00 p.m. in Chilworth Village Hall

**22/125 Present:**

**Councillors:**

Cllr Mrs. P Allen, Cllr Mrs. C Price (Vice-Chairman), Cllr J Peake. Cllr J-P Pugh (Chairman) and  
Cllr Mrs. Tantram

Shalford Parish Cllr A Cansell

**Two members of the Public**

**In attendance:** Parish Clerk - Anne Tait

#### **22/126 A two-minute silence held in memory of Her late Majesty Queen Elizabeth II**

All present observed a two-minute silence in remembrance of Her late Majesty Queen Elizabeth II, in recognition of her exemplary service to the nation and the Commonwealth for over 70 years.

#### **22/127 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.**

Apologies and reason for absence were received from: Guildford Borough Cllr Diana Jones and Surrey County Cllr Bob Hughes. Apologies were approved.

#### **22/128 Declaration of Disclosable Pecuniary Interests (DPIs) - by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)**

None were given.

#### **22/129 Declaration of Non-Pecuniary Interests**

None were given.

#### **22/130 Minutes of the Meeting**

It was proposed by Cllr Mrs Price, seconded by Cllr Mrs Allen, and unanimously **RESOLVED** that the Minutes of the Full Council Meeting held on 6<sup>th</sup> September 2022 be approved and signed by the Chairman as a true record.

**RESOLVED:** The Clerk to send a list of action points to Councillors following a Parish Council meeting within three days of the meeting taking place.

#### **22/131 Public Participation Session**

A request was received from a member of the public for Councillors to consider factoring into the precept a budget head to cover a management plan for the pavement along the A248 Dorking Road. It was AGREED to discuss this at Item 8 on the agenda.

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A request was received from a member of the public for the permissive footpath across Peter Burt's field to be made a public footpath. It was noted that the footpath is very well used by the community.

**RESOLVED:** Cllr Peake AGREED to speak to Peter Burt.

### **22/132 Reports Communications and Updates:**

#### **Parish Clerk:**

**RESOLVED:** To await the outcome of the CFGA Grant Application 2023/24, submitted to Guildford Borough Council to purchase a new Notice Board at the end of Old Manor Lane – before purchasing.

The Clerk reported that the annual inspection and resulting works to trees in and around the War Memorial was completed on 05/10/22.

The Clerk reported that work on the post and rail fence around the War Memorial was due to start at the end of October/beginning of November. It was noted that ideally, the dead Ash tree at the back of the War Memorial should be felled – before the new fence is replaced.

**RESOLVED:** The Clerk would inquire from the contractor if the posts could be treated – before they were installed – to increase their longevity.

The Clerk reported on the reply from Surrey County Council (SCC) regarding reference number: 2361584 reported on 15/09/22 - the dead Ash tree at the back of the War Memorial. SCC's advice was to search on the Land Registry's mapping system. However, SCC felt that although the tree is just over the fence perimeter, the likelihood is that they belong to the Parish Council. SCC also suggested that if this is the case, the Parish Council should engage a tree surgeon to reduce them to a height that would not cause a problem if they fell.

**RESOLVED:** Cllr Tantram will research the Land Registry on information re land ownership. The Clerk to send Cllr Tantram the map provided by SCC when the land was gifted to the Parish Council.

#### **Parish Councillors:**

- 1) Cllr Mrs Allen reported that a '20s Plenty' meeting was held at Chiddingfold in September, the next meeting is in November on Zoom. The title of the group has changed to: 'Inter-Parish Climate Change'. It is expected that the group will still be discussing '20s Plenty' and possibly wider issues. Cllr Mrs Allen will report at the December Parish Council meeting and include an update for the February/March 2023 Chilworth Village Magazine.
- 2) Councillors discussed the Parish Council's responsibilities for clearing the brambles and debris growing across the pavement along the A248 (between the entrance to Lockner Farm and Roseacre Gardens) on a regular basis during the growing season.

**RESOLVED:** Cllrs would consider including a specific sum for clearing footpaths during the budget review (which informs the precept request to GBC) and work within that budget.

- 3) **RESOLVED:** On a request from Chilworth School via Cllr Peake, Cllr Tantram will forward a photo of the pavement at the entrance to the staff car park at Chilworth Infant School, for the Clerk to send the request to Surrey County Council to install a dropped kerb at both sides of the entrance.

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- 4) Councillors discussed the final arrangements for The Annual Meeting of the Gunpowder Mills to be held on 15/11/22. Cllr Mrs Price confirmed that Jackie Doe from Surrey Choices will attend and give a presentation.  
**RESOLVED:** the Clerk to arrange a Zoom meeting to finalise the arrangements on 25/10/22 at 7 p.m.
- 5) St Martha Parish Council - Statutory Policies on (1) Equality and Diversity AND (2) Dignity at Work.  
Councillors discussed that St Martha Parish Council do not have the above two Policies in place.
- 6) **RESOLVED:** Cllr Mrs Tantram agreed to format the wording on two templates that have been AGREED this Council may use. Cllr Mrs Tantram AGREED to compile a list of the relevant Policies that should be in place and displayed on our website – for discussion at the next meeting. Cllr Mrs Tantram AGREED to research a new ‘image’ for the Parish Council.
- 7) Cllr Mrs Tantram reported that there was no update from a request to Natural England regarding the possible encroachment of 1 /2 metres on SSI land in Mill Lane.
- 8) Cllr Peake reported that he has sent John Andrews an email regarding the increased water flow near to the restored swing bridge in the Gunpowder Mills Estate.
- 9) Cllr Mrs Allen AGREED to cut down the vegetation around the HGV signs at the entrance to Blacksmith Lane.

### **Guildford Borough Councillor’s Report:**

The Clerk reported on behalf of Cllr Diana Jones:

*I should explain that, although I have sat and voted with my friends in R4GV for the last two years, I have decided to step down from that group during the election campaign to highlight my membership of the Green Party so that there is no confusion about my allegiance. R4GV were happy for me to take that position.*

*West Lodge, a lot has been happening but some of the figures need a bit more work and I would rather report in detail and in person after a little more discussion with the surveyor and others.*

**Surrey County Councillor’s Report:** Cllr Bob Hughes was not present

### **Shalford Peasmarsh and Chilworth Community Council:**

Cllr Cansell reported the official opening of the new play area in Hornhatch will be held on 28<sup>th</sup> October. The initial meeting of the Climate Change Action group took place on 13/09/22. This was a meeting to discuss initiatives to impact Climate Change locally and to establish a Working Group to promote change. The intention of the Group is to get local people to run different aspects of the subject. The next meeting is on 19/10/22. He will arrange for the discussion paper on Fracking by Mike Dent to be forwarded.

**RESOLVED:** The Clerk to include an agenda item for future meetings: ‘CHILWORTH’, to enable topics to be discussed from both Shalford and St Martha Parish Council meetings.

### **22/133 Blacksmith and Halfpenny Lane**

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Cllr Mrs Price reported on the possibility of forming an HGV watch campaign at the top end of Halfpenny Lane. Surrey County Council has appointed an HGV watch coordinator who receives photos of vehicles from volunteers and then contacts the HGV Company pointing out that the vehicle has contravened the weight restriction of 7.5. A request for volunteers would be included in the Dec/Jan 2023 edition of the Chilworth Village Magazine for volunteers to form an HGV speedwatch.

### 22/134 The Gunpowder Mills

West Lodge – there was no update on progress regarding the survey, except for the report from the Borough Councillor Diana Jones at 22/132 above.

GBC Heritage Weekend- the Clerk reported on the dates for the 2023 event: 8-17 September 2023. The theme will be based around the history of creativity and the Arts encompassing topics such as literature, art, music, and drama. The official theme title, resource pack and more details will be available from November.

**RESOLVED:** The Clerk to arrange a Zoom meeting to discuss the PC's involvement – when more details are available.

### 22/135 Planning

(a) Councillors discussed a response to GBC on the following applications:

- **22/P/01491: Middle House, Lockner Holt, Chilworth, GU4 8RG.** Installation of solar panels and a balcony window to existing garage roof.  
**Parish Councillors recommend APPROVE**
- **22/P/01570: Brantynesay Lodge, Sample Oak Lane, Chilworth GU4 8RE.** Proposed two storey side extension following demolition of existing single storey side element (north elevation) and addition of replacement tiled hipped roof on south elevation; proposed new gated vehicular access off Sample Oak Lane following demolition of the existing garage and shed, the existing vehicular access to be blocked up and pedestrian access provided.  
**Parish Councillors recommend APPROVE**  
St Martha Parish Council recommends that GBC planning Officers APPROVE the building plans but are concerned, despite Surrey Highways comments, about the position of the proposed entrance near a curve in the lane with reduced visibility. Furthermore, the Transport Statement, which was carried out during the holiday period when traffic levels were at their very lowest, compared the 85% percentile speeds to the National Speed Limit of 60mph. That is not a meaningful comparison for what is essentially a rural single-track lane with passing places and presumably 15% of the cars were going faster than highlighted in the Transport Statement.
- **22/T/00210: The Bungalow, Blacksmith Lane, Chilworth, GU4 8NQ.** 4 x Conifer trees on the boundary with 2 Powder Mills Place - fell and roots grinded out (Chilworth Gunpowder Mills Conservation Area).  
**Parish Councillors recommend APPROVE**

(b) The Clerk reported that there had been no decisions from Guildford Borough Council on applications previously reported.

### 22/136 Highways and Rights of Way

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**RESOLVED:** The Clerk to contact Surrey County Council enquiring when the 'road narrow' warning sign would be erected above the 30 mph repeater sign on the A248 - opposite the entrance of Pine View Close.

### **22/137 Correspondence**

The Clerk reported the receipt of a photo of a delivery lorry travelling backwards along the track by Lockner Farm. Concern was raised regarding additional traffic to the proposed visitor Centre at Chilworth Manor along this route.

### **22/138 Financial Matters**

The schedule of payments were presented by the Clerk.

**RESOLVED:** It was proposed by Cllr Peake and seconded by Cllr Mrs Allen that the schedule of payments presented by the Clerk be APPROVED. Shown as Appendix One of these Minutes.

**RESOLVED:** It was proposed by Cllr Mrs Allen, seconded by Cllr Mrs Price that the bank reconciliation and statements for period ended 30/09/22 be APPROVED.

### **22/139 Items for the next meeting:**

- Repair to the War Memorial
- Highways

**Date of the Next Council Meeting:** 22<sup>nd</sup> November 2022 in Chilworth Village Hall at 7 p.m.