
ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 6th September 2018 at Chilworth C of E Infants School

Present: Cllr Mrs. P. Allen
Cllr G. Brown
Cllr M. Lunnon (Vice Chairman)
Cllr J. Peake
Cllr S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Also present: Tim Harrold - Campaign for the Protection of Rural England (CPRE), Cllr Adrian Cansell – Shalford Parish Council, Guildford Borough - Cllr R. Billington arrived at 8:15 p.m.

The Chairman welcomed everyone to the meeting, explained the emergency evacuation procedure and reminded those present to switch their electronic devices to silent.

AGENDA

18/92 APOLOGIES FOR ABSENCE

To accept apologies and reasons for absence in accordance with LGA 1972, Sch12, para 40. The apology and reason for absence was accepted from Surrey County Councillor Keith Taylor.

18/93 DECLARATION OF INTERESTS None

were declared.

18/94 MINUTES

RESOLVED: That the Minutes of the St Martha Parish Council meetings held on 12th July 2018 and the Extra-Ordinary meeting held on 2nd August 2018 be signed by the Chairman as true records.

18/95 PUBLIC SESSION

A short adjournment to enable the public to address the Council:

Tim Harrold from the CPRE reported on the proposed Hornhatch Development in Shalford of eighty new houses to be built within the next five years. Following a series of public hearing sessions on the Submission Local Plan: Strategy and Sites (the Plan), the Inspector reached the interim conclusion that the plan is 'sound' subject to a set of main modifications. Guildford Borough Council (GBC) has produced a set of main modifications to the Plan, which are now subject to a six-week period of public consultation. The consultation is open until 12 noon on 23 October 2018.

Mr Harrold attended the GBC Executive meeting on 04/09/18, there were seventeen members of the public present. Parish Council attendance was from Shackleford and Clandon. The principle objectors from GBC were Tony Ruth and Susan Parker. Mr Harrold suggested that St Martha Parish Councillors may decide to submit a response to the public consultation – see Minute 18/98 (e). The Chairman thanked Mr Harrold for his contribution to the meeting.

18/96 REPORTS

Parish Clerk

The Clerk reported that an estimate had now been received from B. Wakeford to include maintenance at Old Manor Green.

ST MARTHA PARISH COUNCIL

RESOLVED: The Clerk to request a revised estimate From Mr Wakeford for this maintenance - three times a year during the Spring, Summer and Autumn seasons. It was noted that as the grass opposite the War Memorial is on the GBC's schedule of grass cutting – this area should be deleted from Mr Wakeford's Maintenance Schedule.

RESOLVED: The Clerk to contact GBC and request that the vegetation is cleared from along Dorking Road (A248) from the War Memorial to Lockner Farm entrance.

The Clerk reported that a meeting with GBC (Paul Puttock) had now been arranged on Thursday 13th September at 3:30 p.m. to re-install the Commemorative Seat outside Chilworth C of E School.

Parish Councillors

1. **Co-option of Parish Councillors:** Cllr Mrs Allen will include an article in the Oct/Nov issue of the Chilworth Parish Magazine.
2. **North Downs Community Rail Partnership/Surrey Hills AONB Poster Board:** Cllr Mrs Allen reported that The Chilworth Poster Board will be officially unveiled on Wednesday 31st October at 3.30 pm by Cllr Mike Goodman of Surrey County Council (Chair of the North Downs Line Community Rail Partnership). The invitation is open for anyone to join David Daniels, from the Community Rail Partnership. The event will be advertised in the Chilworth News. Cllr Mrs Allen reported that Network Rail is not progressing the Station building.

18/97 THE GUNPOWDER MILLS SITE

- a) **The Flow of Water along the Canal:** - ref: THM55636.

RESOLVED: Councillors AGREED that the Clerk would send the following message written by Cllr Peake to Katie Bradford, Environment Agency Ref: THM55636:

We are responding to your e-mail of 05/02/18 and apologise for this very late reply.

We wish to remove some sheet metal piling to increase the flow into the canal, not reduce it.

The opening from the Tillingbourne into the canal was about three metres wide but, around 25 years ago, was reduced to less than one metre by using the sheet piling. This severely restricted the flow into the canal, allowing vegetation growth which has virtually caused the flow to cease. The canal, formed before 1654, fed the Gunpowder Mills on a Scheduled Site now owned by Guildford Borough Council. Hence, for historic value, the aim is merely to achieve a similar flow through the canal as it was for over 350 years. The site location of the sheet piling is at national grid reference 037 481, which lies below, and South of, Colyers Hanger. We trust that this clarifies the situation.

- b) **RESOLVED:** The Clerk to alert Hendryk Jurk and The Surrey Wildlife Trust that water voles have been sighted within the Gunpowder Mills Estate.

Annual Meeting - RESOLVED: The Chairman agreed to contact Cathy Browning and request a fullpage notice/advert to be inserted into the Chilworth News for the Annual Meeting. The Clerk to arrange printing of 850 x A5 flyers to be inserted into the magazine prior to delivery.

Formation of a New Gunpowder Mills Group

Cllrs discussed plans for a meeting to continue the dialogue with GBC re the Gunpowder Mills Site.

RESOLVED: To form a new group to meet three times a year, invite a member of the Surrey Wildlife Trust onto the Group. This is an item on the Agenda for the meeting on 08/11/18 – 'Planning for the Future'.

ST MARTHA PARISH COUNCIL

18/98 PLANNING

(a) Outcome of those applications previously reported:

- **18/P/01045** - Rowley Cottage, White Lane, GU4 8PS – **GBC REFUSED 20/08/18**
- **18/P/01180** - Basie Cottage, Chilworth, GU5 8RQ - **GBC APPROVED 29/08/18**
- **18/T/00163** - 5 Postford Mill Cottages, GU4 8RP - **GBC APPROVED 05/09/18**

(b) Notice of those received since last meeting:

- **18/P/01563** - Lockner Holt House, Lockner Holt, Chilworth GU4 8RG – listed building Consent for first floor internal alterations and renovations, including removal of partition walls and boxing in of existing doors. **RESOLVED:** The Parish Council recommendation is that GBC approve.
- **18/T/00184 – Juniper Cottage, Blacksmith Lane, Chilworth, GU4 8NQ** – Fell Ash 910 between boundary fence and garage. (Chilworth Gunpowder Mills Conservation Area) **RESOLVED:** The Parish Council recommendation is that GBC approve.
- **18/P/01608 - Alderbrook House, 4 Redwood Grove, Chilworth, GU4 8NU** – construction of one new three-bedroom dwelling. **RESOLVED:** that the Parish Council **Recommend REFUSE:** The proposal is considered an over-development for the location and does not meet any of exceptions in Para 89 of the NPPF. It is not a small-scale housing appropriate to its locality, additionally vehicular access onto Blacksmith Lane is very narrow.
- **18/T/00202 – The Bungalow, Blacksmith Lane, Chilworth GU4 8NQ** - Coppice Laurel between garage and outbuildings. (Chilworth Gunpowder Mills Conservation Area). **RESOLVED:** The Parish Council recommendation is that GBC approve.

(c) Planning Committee - Terms of Reference:

RESOLVED: To revise the wording of the heading 'The aims and responsibilities of the group': *Members to access the plans on-line from Guildford Borough Council, visit the property and view the proposed details of the application. Members to receive and agree comments of their site visit at the Parish Council meeting, to form a unanimous corporate response for the Clerk to send to Guildford Borough Council. Members are expected to view the plans on line and visit the site before the meeting - if possible*

(d) **16/P/02399 - Blackheath Cottage** - The Clerk updated Cllrs on the latest situation:

Enforcement Notice raised by Lee Payne, Senior Planning Enforcement Officer on 06/08/18 - EN/18/00238 - Alleged noncompliance with requirements of an enforcement notice and implementation of planning permission 16/P/02399

- **Michael Parker Principal Planning Officer (Applications Team)** wrote on 06/08/18: The conditions are pre-occupation of the development approved by 16/P/02399. As that development is not completed yet, there is no need for the information to have been submitted yet.

ST MARTHA PARISH COUNCIL

- (e) **Guildford Borough Council: Local Plan** Cllrs discussed the proposed Hornhatch development and it was AGREED that Cllr Mrs Allen would DRAFT a response to be discussed at a working party on 2/09/18 at the Percy Arms at 7:30 p.m.

RESOLVED: That this Council object to the "MM43 POLICY A62: Land at Hornhatch Farm, adjoining New Road, Chilworth."

18/99 CORRESPONDENCE

The Clerk reported on the following correspondence:

- **Transport Plan Consultation** – Cllr Peake asked that the following should be noted on the consultation: *"concerns over the inadequate bus service between Chilworth and Guildford. This used to be a half-hourly service but is now hourly, hence more residents are using their cars for this journey."*

- **The unauthorised sign screwed onto the new SCC Footpath Sign at the start of Vera's Path on the A248**

The Clerk reported on the message from SCC Countryside Access Officer- West Surrey Hannah Gutteridge: *The Parish Council have powers to work on public rights of way and if this is an important issue locally then you should consider removing the sign screwed on the post and return it to No. 51 Dorking Road. Likewise, the Parish Council can replace the new post with a similar post with the addition of Vera's Path, however any sign must also show that it is a public footpath.*

RESOLVED: The Clerk to draft a letter to the occupants of 51 Dorking Road, asking that they remove their unauthorised sign that has been screwed onto the new SCC Footpath Sign. It is contrary to the Surrey Hills De-cluttering initiative, is unsightly and should not be affixed to a Public Right of Way sign.

GBC John Armstrong: At the Guildford Informal Joint Committee meeting on Tuesday 06/11/18 at 3.30pm in the Council Chamber at Millmead House, the Surrey County Council Cabinet Leads for People and Place agendas (Messrs Tim Oliver and Colin Kemp) are presenting an item on Health and Wellbeing across the County as well as the broader People and Place agenda. They are keen to understand the key priorities from the perspective of the Borough Council and Parish Councils in the Borough, and to get your feedback on the work currently being undertaken by Surrey.

'Ask Your Council' – a Website Link sent by GBC, Democratic services Committee, which the Clerk forwarded to Cllrs 06/09/18.

18/100 FINANCIAL MATTERS

- (a) Cllr Lunnon to approve and sign the bank reconciliation for July 2018
- (b) To receive and approve the schedule of cheques for approval and payment as presented by the Parish Clerk
- (c) **RESOLVED:** To accept the quote received from Paul Birch to upgrade/renovate the Lockner Farm Bus Shelter.
- (d) **RESOLVED:** The Clerk to submit a GBC CFGA grant request for 2019/20 to upgrade/renovate the Lockner Farm Bus Shelter.
- (e) **RESOLVED:** The Finance Committee will meet in St Thomas Church Rooms on 13/12/18 at 7:30p.m. to begin to review the budget for 2019/20.

ST MARTHA PARISH COUNCIL

18/101 ITEMS FOR THE NEXT MEETING

- Councillors to report on Parish Assets
- Proposed Hornhatch Development
- Update on Blackheath Cottage
- Report on the Steering Group 25/10/18 – North Downs line Steering Group
- Final details for the Gunpowder Mills Group Meeting on 08/11/18

DATE OF NEXT MEETING: 1st November 2018

The Chairman thanked those present for their attendance and closed the meeting at 9:50 p.m.