

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 18th January 2018 at Chilworth C of E Infants School

Present:

Cllr The Revd. S. Sokolowski (Chairman)

Cllr Mrs. P. Allen

Cllr R. Good (left at 21:30)

Cllr M. Lunnon (Vice Chairman)

Cllr J. Peake

In attendance: Parish Clerk - Anne Tait

Also present: Shalford Parish Councillor Adrian Cansell; Guildford Borough Councillor David Wright and two members of the public.

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

AGENDA

18/01 APOLOGIES FOR ABSENCE

The Council accepted apologies from Surrey County Councillor Keith Taylor.

18/02 DECLARATION OF INTERESTS

None were declared.

18/03 CO-OPTION OF A PARISH COUNCILLOR – The Chairman reported that following the resignation of Cllr C. Seabrook - an application had been received from Mr Graham Brown. The Chairman invited Mr Brown to introduce himself and he outlined why he was interested in being co-opted to the role of Councillor.

RESOLVED: It was Proposed by the Chairman, seconded by Cllr Mrs Allen and on a vote (unanimously) that Mr Graham Brown be appointed a Parish Councillor for St Martha Parish. Mr Brown signed his Declaration of Acceptance of Office and joined other Councillors at the table.

18/04 MINUTES

RESOLVED: That the Minutes of the Ordinary St Martha Parish Council meeting held on 9th November 2017 and the Extraordinary meeting held on 19th December 2017 be signed by the Chairman as a true record.

18/05 THE GUNPOWDER MILLS SITE

West Lodge – Cllrs noted the letter received from Philip O'Dwyer, GBC Director of Community Services (dated 22/12/17) and AGREED a DRAFT as a response.

RESOLVED: Cllr Mrs Allen AGREED to add a few points to the first draft and send it to the Clerk for distribution.

RESOLVED: It was AGREED to send a copy to:

- David Wright – Guildford Borough Council
- Richard Billington – Guildford Borough Council
- Rob Fairbanks – Director of Surrey Hills AONB
- Mr Roy Hogben – Guildford Society, Design & Heritage Group
- Rt Hon Anne Milton MP

RESOLVED: It was further AGREED to:

- Display the letter on the Parish Council website – as a response to the Community

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- Ask Maggie Scott to post an announcement on the Chilworth2gether website

Send a copy of the letter (with a contextual introduction to):

- The Surrey Advertiser
- The Guildford Dragon
- Shalford Parish Council

The Flow of Water along the Canal: - ref: THM55636. The Clerk was asked to send the following letter to Mehvish Maghribi, Environment Agency,

The sheet metal piling was installed to reduce the flow into the ancient canal, known as The Cut. Not to reduce the width of the river. There is no intention reduce to the width of the river (Tillingbourne). The aim is merely to take a tiny fraction of the river's flow to feed the canal (known as The Cut) which flows through the Scheduled Chilworth Gunpowder Mills site, before returning to the river within about half a mile. The water had flowed through The Cut from about 1650 until about 20 years ago. The aim is just to restore a small flow through the Scheduled Site to enhance its historical and ecological value."

18/06 PUBLIC SESSION

A member of the public addressed the Council regarding two issues:

- a small drain cover is missing in Blacksmith Lane adjoining Dorking Road AND
- a security light facing Dorking Road, at the Chilworth Station House that needs tipping slightly to stop the beam glaring into the road.

The Chairman thanked the member of public for taking the time to attend the meeting to express their views.

18/07 REPORTS

To receive Reports, Communications and Updates (for information only, or to be discussed at a future Council meeting)

Parish Clerk

- a) **War Memorial Trees** - the Clerk gave an update from Dominic Gill (Arbor Care), who has advised that the work will commence on 19th February, and the work is expected to take three days.
- b) **Back-up files** – the Clerk confirmed that the Parish Council's back-up files are stored in the Google drive portion of one of the Parish Council's Google apps accounts.
- c) **Borough Councillors** – Cllr Wright reported that the Local Plan Strategy and Sites was submitted to the Secretary of State on 13th December 2017. The appointed Inspector is Jonathan Bore, who was the Inspector for the recent Waverley Examination. Cllr Wright also reported that the Government has agreed to fund improvements to the layout of Junction 10 of the M25. The Dunsfold development is deferred until March.

Parish Councillors

- a) **Shalford Parish Council Meeting** held on 16/11/17, Cllr Peake reported on some points of interest. Cars parked on the common-land are still a major problem. Shalford Parish Council (SPC) are awaiting a planning application for 74 New Road. The Clerk was asked to write to SPC to formally request that they submit a Local Listing to GBC for the property. It was AGREED that Cllr Lunnon would attend the next SPC meeting on 25/01/18 in Shalford Village Hall.
- b) **The Co-operative VAS** - Cllr Lunnon reported on a site meeting he attended with Bahram Assadi on 23/11/17 near the Chilworth War Memorial. Bahram agreed to check on the ownership of the land opposite the War Memorial where the proposed pole is to be erected. Bahram Assadi advised that the cost to the Parish Council of erecting each post will be £400.00.

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RESOLUTION: to fund one pole near to the War Memorial and to replace the short pole outside 27/29 Dorking Road. To advise the immediate neighbours in both locations the proposals.

- c) **DfT Community Rail Consultation** - Cllr Mrs Allen asked for any further comments on the Consultation document.
- d) **Quiet Lanes and De-Cluttering Group** - Cllr Mrs Allen reported on the latest removal of redundant signs, the Minutes had previously been circulated by Cllr Mrs Allen on 21/11/17.

18/08 THE NORTH DOWNS LINE STEERING GROUP (NDL)

The Steering Group have requested that Cllrs consider the possible adoption of Chilworth Railway Stations by local organisations. 'Adopt your Station' – the Percy Arms and Chilworth C of E School have been asked. Cllr Mrs Allen reported that a new GWR Chilworth Station sign has been erected and the BT phone-box has been re-painted and glass has been replaced in the windows. Cllr Mrs Allen reminded Councillors that the Minutes were circulated on 02/01/18.

RESOLVED: Cllr Brown will attend future meetings with Cllr Mrs Allen.

18/09 PARISH COUNCIL MEETINGS IN 2018

Previous reference Minute number: 17/67

RESOLVED: On a vote taken it was AGREED to hold Ordinary Parish Council Meetings on the following dates:

- Thursday 22/03/18 - Ordinary Parish Council Meeting
- Thursday 17/05/18 – The Annual Meeting of the Parish Council

The St Martha Annual Assembly will be held on Tuesday 08/05/18 at 7:30 in St Thomas's Church

Working Parties may be convened in the Percy Arms on:

22/02/18

18/04/18

RESOLVED: Councillors AGREED to discuss the frequency of Ordinary Parish Council Meetings at the Annual Meeting of the Parish Council on 17/05/18.

18/10 THE CHILWORTH PARISH MAGAZINE

RESOLVED: It was AGREED that the following Cllrs would write the editorial for:

April/May 2018 – Cllr Lunnon

June/July 2018 – Cllr Mrs Allen

18/11 PLANNING APPLICATIONS

(a) Outcome of those previously reported:

- **17/P/02064** -128 Dorking Road, Chilworth GU4 8NS - **GBC APPROVED 23/11/17**
- **17/P/02276** - 29 Dorking Road, Chilworth, GU4 8NW - **GBC APPROVED 20/12/17**

(b) Notice of those received since last meeting:

- **17/P/02499** - 138 Dorking Road, Chilworth, GU4 8RF. Single storey extension to the side and rear. New dormer roof to the rear.

RESOLVED: The Parish Council recommendation is that GBC approve.

- **17/P/02540** - Orchard Corner, 21A Roseacre Gardens, Chilworth, GU4 8RQ. Proposed construction of first floor extension and alterations.

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RESOLVED: The Parish Council recommendation is that GBC approve.

- **18/P/00031** - Basie Cottage, 24 Roseacre Gardens, GU4 8RQ - To formalise the build of application 15/P/00620, approved on 29/05/2015 (retrospective planning permission) for a single storey side extension and changes to fenestration.

RESOLVED: that the Parish Council comment as follows: The Parish Council recommendation is that GBC refuse on the following grounds: concerns about the impact on number 37 Dorking Road re the added volume created by changes to the rear roof line. This Council request that Planning Officers review the impact on the neighbouring property, and whether this is within the acceptable current planning guidelines.

18/12 CORRESPONDENCE

The Clerk reported on the following correspondence:

- **GDPR** - To note that GBC are offering a training session on Tuesday 13/03/18 in the Council Chamber. Cllr Mrs Allen is attending a training session on 30/01/18 arranged by SSALC.
RESOLVED: The Clerk to start an audit on the personal data that is held by the Parish Council.
- **Surrey County Highways** – the Clerk reported on a conversation with Colin Pearse who confirmed that the re-surfacing of the A248 is still on schedule.
- **Parish Councillor Resignation** – The Chairman reported that a resignation had been received from Cllr Peter Corning at 17:30 on 10/01/18. The Chairman wished that our thanks to Mr Corning were recorded.

18/13 FINANCIAL MATTERS

a) Monthly Expenditure List

RESOLVED: To approve the monthly expenditure lists for January 2018 (totalling £1,505.65 + VAT £29.74) as attached to record minutes. These were approved and the cheques signed.

b) Precept for 2018/19

RESOLVED: following a working party meeting on 14/12/17, Cllrs reviewed the figure suggested under each budget head and AGREED to request from GBC a of £14,060.

(c) The Surrey Wildlife Trust (SWT) - Annual Membership re-newal.

It was noted that the SWT have withdrawn their Club Membership option previously held by the Parish Council. The options now are:

1. an individual membership starting from a minimum subscription of £36 p.a. OR
2. a group membership of £100.00 p.a. – which could include a talk once a year from one of the SWT staff.

RESOLVED: That the Parish Council would continue to support the Trust by re-newing as an individual membership for £42.00 p.a. As the Clerk is the only paid employee of the Council, it was further **RESOLVED** that the Clerk would be the named individual.

18/14 ITEMS FOR THE NEXT MEETING

GDPR/DPO

Steering Group

De-cluttering

Annual Parish Meeting – to discuss the arrangements for 08/05/18

Gunpowder Mills Group meeting - to discuss the arrangements for 08/11/18

DATE OF NEXT MEETING: 22nd March 2018

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EXCLUSION OF PRESS AND PUBLIC

EXCLUSION OF PRESS AND PUBLIC it was RESOLVED that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Public be excluded from the items listed under Confidential business of the Agenda.

CONFIDENTIAL BUSINESS

HOURS WORKED BY THE CLERK DURING 2017

The Chairman thanked those present for their attendance and closed the meeting at 10:35 p.m.