

## ST MARTHA PARISH COUNCIL

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### Minutes of the Ordinary Meeting of St Martha Parish Council held on 6<sup>th</sup> September 2022 at 7:00 p.m. in Chilworth Village Hall

**22/110 Present:**

**Councillors:**

Cllr Mrs. P Allen, Cllr Mrs. C. Price (Vice-Chairman), Cllr J. Peake, Cllr J-P Pugh (Chairman) and  
Cllr Mrs. J. Tantram  
Shalford Parish Cllr A. Cansell  
Surrey County Cllr Bob Hughes

**One member of the public**

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

**22/111 To accept apologies and approve the reason for absence in accordance with the LGA 1972, Sch 1 para 40.**

Apologies and reason for absence were approved from Guildford Borough Cllr Diana Jones.

**22/112 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.

**22/113 Declaration of Non-Pecuniary Interests**

None were given.

**22/114 Register of Interests** - no update given from Members.

**22/115 Minutes of the previous meeting held on 19<sup>th</sup> July 2022**

It was noted there were comments missing from Minute number 22/103 - *Cllr Mrs Price has invited 'Surrey Choices' to provide a speaker to the Annual meeting of the Gunpowder Mills Group on 15/11/22, which they have AGREED to do."*

Following the amendment, 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 19<sup>th</sup> July 2022 be approved and signed by the Chairman as true a record.

**22/116 Public Participation Session**

A parishioner reported that Surrey County Council (Reference: 2229308) had completed a marvellous job clearing built-up debris on the A248 footway between Lockner Farm and Roseacre Gardens. It was noted that the Clerk had written thanking Patrick Giles, Highways Engagement Officer, Surrey Highways & Transport for the excellent work carried out by the vegetation gang.

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### **22/117 Reports Communications and Updates:**

#### **Parish Clerk:**

The Clerk reported that GBC have called for a by-election for the Tillingbourne Ward after the death of Richard Billington. The Returning Officer has set the date for the election on Thursday 20<sup>th</sup> October 2022.

Dates for display of Notices:

Notice of Election: Thursday 15 September

Statement of Persons Nominated: Monday 26 September

Notice of Poll: Wednesday 12 October

#### **Parish Councillors:**

- **RESOLVED:** The Annual Gunpowder Mills meeting- Cllr Peake will include a reference to this event on 15/11/22 in the editorial for the October/November issue of the Chilworth Village Magazine.

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

The Clerk reported on behalf of Cllr Diana Jones:

- **Household Support Fund Applications** - this is open until 30th September or until the funds run out. The grant is for £300 and available to anyone on a low income who needs help with food or fuel bills.
- The 'On Street Parking Review'

**RESOLVED:** It was proposed by Cllr Peake, seconded by Cllr Mrs Price that the Clerk would send a message in support to the response submitted by the Shalford Peasmarsh and Chilworth Community Council to Lisa Haydney, Guildford Borough Council, Parking Office.

#### **Surrey County Councillor's (SCC) Report**

- Cllr Hughes reported that 20 mph speed limits are now getting an increased coverage nationally and SCC is considering the introduction in limited locations within Surrey. The recommendation is that the speed limit should apply within school hours. This Parish Council supports the statement from Shalford Chilworth and Peasmarsh Community Council to introduce a trial scheme between Chilworth Infant School and Tillingbourne Junior School as this could have a significant impact on traffic speeds through the village.

**RESOLVED:** To keep the residents informed about the proposals, by reporting in the Chilworth Village Magazine and work in partnership with Shalford Peasmarsh and Chilworth Community Council.

**RESOLVED:** Cllr Hughes will remind Paul Millin that no reply has yet been received from the communication sent from both Parishes regarding the provision of a school bus from Chilworth to Glebelands school.

### **22/118 The Gunpowder Mills and West Lodge:**

- The Clerk reported on behalf of Cllr Diana Jones:  
The surveyor Tom Gosden has initially inspected West Lodge. As he will need to have access to the building again for contractors to tender for the work required to re-furbish the building, Cllr Jones suggested that this may be an opportunity for anyone who wants to see inside the building and to ask Tom Gosden or Elaine Connor any questions. Cllr Jones will forward the date for a visit.
- **RESOLVED:** Cllr Mrs Price will forward the contact details of Hugh Anscombe and Debbie Toynbee, as they will be conducting tours at the GBC Heritage event on Sunday 11<sup>th</sup> September 2022. The Clerk's telephone number has been advertised as the contact 'on the day'.

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- Cllr Peake reported that the water flow has increased near to the restored swing bridge.  
**RESOLVED:** Cllr Peake will contact Guildford Borough Council Parks and Countryside Department to report this issue.
- Annual Meeting of the Gunpowder Mills – 15/11/22-  
Arrangements were discussed again - as shown at Minute number 22/103 of the July 2022 meeting.

### 22/119 Planning

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

- **22/P/01339 - Farley, 32 Roseacre Gardens, Chilworth, GU4 8RQ** New porch structure to front elevation, single storey extension to rear elevation following demolition of existing conservatory and extended rear decking area with changes to rear fenestration.  
**RESOLVED:** Recommend APPROVE.
- **22/P/01126 – 28 Dorking Road, Chilworth GU4 8NR** - Extension of existing vehicle crossover.  
**NOTED:** No recommendation was sent from the Parish Council.

(b) To receive and note the outcome of applications previously reported:

- **22/P/00270 Lockner Holt House, Lockner Holt, Chilworth GU4 8RG** Erection of oak framed woodland maintenance/log store building to replace existing woodland maintenance store building and garage.  
**GBC APPROVED 29/07/22**
- **EN/22/00259 Loddon Displays Limited, Sample Oak Lane, Chilworth, GU4 8QW.** Alleged unauthorised display of an advertisement consisting of a large sign with business names at the entrance to a group of small industrial units.  
**GBC – “The advertisements have deemed consent by virtue of Class 6, Schedule 3 of The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 (as amended). As the advertisements have deemed consent there is no breach of advertising control.**  
**GBC no further planning enforcement action can be taken, and our case will be closed”.**
- **21/P/02448: The Bungalow, Blacksmith Lane, Chilworth, GU4 8NQ**  
Proposal: Erection of a new four-bedroom dwelling following demolition of two existing outbuildings.  
**GBC REFUSED 17/08/2022**
- **22/P/00237: 6 Pine View Close, Chilworth GU4 8RS**  
Proposal: Construction of a first-floor front extension and part two storey/part first floor rear extension.  
**GBC REFUSED 17/08/2022**
- **22/P/00743: Pilar Lodge, Sample Oak Lane, Chilworth, GU4 8RE**  
Proposal: Demolition and replacement of the swimming pool and pool house to the main dwelling house, the demolition and replacement of the guest dwelling house, the demolition of all of the other detached residential outbuildings, and their replacement with a detached garage block, a detached tractor and equipment barn, greenhouse and a potting shed within the walled garden area, and a gate and fruit store together with the associated access arrangements.  
**GBC REFUSED 18/08/2022**

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### 22/120 Highways and Rights of Way

It was noted that Surrey Highways Reference: 2229308 – Pavement along the Dorking Road, Chilworth, had only been cleared from Lockner Farm to Roseacre Gardens. The original request was to clear the vegetation from Lockner Farm to Postford House. Nonetheless the work had been carried out by SCC to a very high standard and written thanks had been sent by the Clerk to Patrick Giles (SCC) to pass onto the Countryside contractor.

Members discussed whether the Parish Council should maintain the footpath along this stretch of road from the Precept and to what extent should the Parish Council be responsible for this task in a wider context within the Parish.

**RESOLVED:** Cllr Bob Hughes will request from SCC how much it would cost to clear the footway annually.

**RESOLVED:** The Clerk to request from SCC that footpath/bridleway from Sample Oak Lane and Pilar Lodge be cleared.

Cllr Peake reported that the drive into the staff car park at Chilworth Infant School requires attention. The Clerk to investigate, take a photograph and report to SCC for attention.

### 22/121 Correspondence

- Surrey ALC Conference: Members noted that this will take place on 30/09/22 in Shalford Village Hall.
- GBC - Grant Aid to Parish Councils (concurrent functions) 2023-24. Deadlines for receipt of applications by GBC is Monday 12 September 2022.  
**RESOLVED:** The Clerk to complete the form to request a new Notice Board for the Parish Council and Parishioners at the end of old Manor Lane. Cllr Tantram to research and support re the size and choice of board.
- The Civility and Respect Pledge – Members had received details of the Civility and Respect Pledge via email in advance of the meeting.  
**RESOLVED:** It was proposed by Cllr Mrs Tantram, seconded by Cllr Peake not to sign this pledge. It was reported by the Clerk and **NOTED** by Members that this Council does not have a 'Dignity at Work Policy', which would include topics such as bullying and harassment.
- Community Environmental Group – the Clerk reported on an email from Tim Morgan Litter inviting Chilworth to join a group which aims to look after the litter in the Tillingbourne Valley.  
**RESOLVED:** the Clerk to send Cathy Browning the details of the group with a view of printing in the Chilworth Village Magazine and reply to Tim Morgan that we already have a village litter-picking group.

### 22/122 Financial Matters

- a) The schedule of payments were presented by the Clerk.  
**RESOLVED:** It was proposed by Cllr Pugh, seconded by Cllr Mrs Allen that the schedule of payments be **APPROVED**. Shown as Appendix One of these Minutes.
- b) **RESOLVED:** It was proposed by Cllr Peake, seconded by Cllr Mrs Price that the bank reconciliation and statements for period ended 30/07/22 be **APPROVED**.

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- c) War Memorial – Members discussed the two estimates to repair the post and rail fence. It was proposed by Cllr Peake, seconded by Cllr Mrs Tantram and **RESOLVED** to accept the estimate submitted by R. Hill.

**RESOLVED:** The Clerk to inform SCC highways that following a tree inspection it was reported that two Ash trees on the boundary of the War Memorial land have Ash Die-Back and are a potential hazard.

**22/122 Items for the next meeting:**

- Cllrs requested the following items are discussed at the next meeting:
- Halfpenny Lane
- Final arrangements for the Annual Gunpowder Mills Meeting
- Responsibilities for clearing pavement
- Update on new Notice Board
- Straightforward Policy – Civility and Respect
- Mill Lane – Albury Estates / resident Mill Lane

**Date of next meeting** – Tuesday 22<sup>nd</sup> November 2022