

To: All St Martha Parish Councillors

Your attendance is requested at an Ordinary Parish Council Meeting to be held on  
**Thursday 14<sup>th</sup> March 2019 at 7.30 p.m.**  
**at Chilworth C of E Infants School**

Anne Tait (Clerk)

**AGENDA**

1. **APOLOGIES AND REASON FOR ABSENCE** - Cllr J. Peake

2. **DECLARATION OF INTERESTS** by Members on agenda items

3. **MINUTES**

To be agreed and signed by the Chairman as a true record of the Ordinary St Martha Parish Council meeting held on 10/01/19. The Vice-Chairman to sign as a true record the Minutes of the Extra-Ordinary meeting held on 05/02/19.

**PUBLIC SESSION** The next fifteen minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

4. **REPORTS:**

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

• **Parish Clerk**

1. An update on the new notice-board at Manor Lane.
2. An update on the order from Landmark of the finger arm 'Vera's Path'.
3. Cllrs to discuss future arrangements for holding Parish Council meetings in the School Hall.

• **Borough Councillors (5 Minutes)**

• **Surrey County Councillor Report (10 Minutes)**

• **Parish Councillors**

- I. Report from Cllr Graham on the Shalford PC meetings held on 24/01/19 and 21/02/19.
- II. The Clerk to report (in Cllr Peake's absence) regarding the repairs required to the fence adjacent to the kissing gate.
- III. Report from Cllr Mrs Allen on the Gatekeepers Hut at Chilworth Station, the Surrey Hills Working Group, and the North Downs Line.
- IV. Cllrs to discuss additional planting around the War Memorial.

5. **THE 2019 ANNUAL ASSEMBLY OF ST MARTHA PARIS**

Councillors to receive an update on the programme and time-scale for printing and distributing the flyers.

6. **THE GUNPOWDER MILLS SITE**

(a) Cllr Brown to report on the meeting held on 31/01/19. (Notes from the Clerk previously circulated). Cllrs to discuss the completion of the form to Helen Austin, GBC Business Development Officer.

(b) The Clerk to report on the latest correspondence with Lydia Colwell from the Environment Agency.

**7. THE VAS AND SPEED LIMIT**

To discuss the potential purchase of a VAS and a 20-mph speed limit – the Clerk to report information from various parties.

**8. SURREY WILD LIFE TRUST**

Cllrs to discuss the request from The Surrey Wildlife Trust for the Parish Council to write in support of an Environment Act.

**9. PLANNING**

(a) Outcome of those applications previously reported:

**18/T/00332: 4 Mill Reach, Mill Lane, Chilworth, GU5 9BA. GBC APPROVED 27/12/18**

(b) Notice of those received since the last meeting on 05/02/19. Cllrs to form a corporate response to The following application:

**19/P/00375: Sunne Dene, 27 Roseacre Gardens, Chilworth, Guildford, GU4 8RQ**

(c) **16/P/02399 – Blackheath Cottage** – The Clerk to report on an update from GBC

(d) **Guildford Local Plan** - Update on the latest public hearing, which took place on 12<sup>th</sup> and 13 February

**10. CORRESPONDENCE**

The Clerk to report on any correspondence received after this Agenda was published.

**11. HIGHWAYS AND RIGHTS OF WAY**

(a) To bring any highways or other matters to the attention of Surrey County Council and Guildford Borough Council.

(b) The Clerk to update Cllrs on the request to GBC to install an ‘H’ parking sign at the front of the Public Footpath (Vera’s Path).

**12. THE 2019 PARISH ELECTIONS**

The Clerk to report on the significant dates for the Parish Elections on 02/05/19.

**13. FINANCIAL MATTERS**

(a) To approve and sign the bank reconciliations for January and February 2019.

(b) To receive and approve the schedule of cheques for approval and payment as presented by the Parish Clerk

(c) Cllrs to discuss the offer from GBC regarding appointing a DPO for St Martha Parish Council

(d) Cllrs to discuss the letter from Hazelford Limited on an alternative method of re-imburement of the Clerk’s net salary.

**14. ITEMS FOR THE NEXT MEETING**

To receive requests for items for discussion at the next meeting.

**15. DATE OF NEXT COUNCIL MEETING – The Annual Meeting of the Parish Council on**

Thursday 16<sup>th</sup> May 2019