

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 13th October 2016 at Chilworth C of E Infants School

Present:

Cllr. Mrs P. Allen	Cllr P. Corning	Cllr. M. Lunnon (Vice-Chairman)
Cllr R. Good	Cllr J. Peake	Cllr C. Seabrook
Cllr. The Rev. S. Sokolowski (Chairman)		

In attendance: Parish Clerk - Anne Tait

Also present: Cllr Adrian Cansell (Shalford Parish Council)

Cllr R. Billington (Guildford Borough Council) arrived at 9:00 p.m.

Cllr K. Taylor (Surrey County Council)

Cllr D. Wright (Guildford Borough Council)

Two members of the public

The Chairman welcomed everyone to the meeting and explained the emergency evacuation procedure.

PUBLIC SESSION

Thames Water – It was reported that a burst water pipe outside the properties on Haywards Corner is draining and pooling into the new bus shelter. It was AGREED that the Clerk would telephone and report the leak.

Newlands Corner – Andrew Norris requested that he be allowed to speak on a planning application at Agenda item 9.

AGENDA PART I

16/139 APOLOGIES AND REASON FOR ABSENCE

All Councillors present. Cllr Seabrook arrived at 8.10 p.m. Councillors signed the Record of Attendance.

16/140 DECLARATION OF INTERESTS

None declared.

16/141 MINUTES OF THE PREVIOUS MEETINGS

RESOLVED: that the Minutes of the St Martha Parish Council meeting held on 8th September 2016 be approved and signed by the Chairman as a true record.

16/142 REPORTS

- To receive a report from Surrey County Councillor. Keith Taylor reported on the Surrey County Council (SCC) financial issue this financial year. It was predicted that there would be an overspend of six million pounds as there is an ever increasing pressure on statutory services, and the obligations that need to be funded and maintained. Additionally it was predicted that the Government funding would reduce the SCC income by £50 million next financial year.
- The Chairman gave a report on the 'Chairs Networking Day' that she attended on 27/09/16. It was noted that in future Parish Councils were likely to have an increasingly significant role and greater responsibility as services are devolved from Borough and County Councils. Delegates were encouraged not to dismiss the possibility of increasing the Precept to improve local services in

consultation with parishioners. There was also a suggestion that the community should get together and make a positive contribution to local issues – e.g. clearing paths of silt and debris.

- Cllr Seabrook gave a report from attending the Shalford Parish Council meeting on 22/09/16.
- Cllr Mrs Allen reported that she had attended the SCC Conference earlier in the day and would be forwarding her detailed notes for Members to read.
- The Clerk reported that she had attended the Borough/Parish Liaison Meeting held on 23/09/16.
- **Extending the Parking Restriction along the A248** - The Clerk reported on a message from Cllr Taylor on the time-scale for the additional parking restrictions to be implemented outside The Percy Arms and Chilworth School. These restrictions were one of a large number of similar schemes that received final approval (after public consultation) at the June meeting of the Local Committee. Andy Harkin is arranging for the implementation of all of these schemes, which for economic reasons, will be collated for a contractor to do at the same time.
- **Litter Bin at the End of Halfpenny Close** – The Clerk reported that Guildford Borough Council have AGREED to fix the bin to the ground – ref number: SGE010476.

16/143 FINANCIAL MATTERS

(a) The Clerk distributed the following reports to each Member:

- I. Bank reconciliation for the period ended 30/09/16
- II. A updated review of the 2016/17 accounts

(b) The schedule of cheques totalling £191.37 (+ VAT totalling £13.00) as attached to record Minutes were **approved and signed**.

(c) **BDO Audit for the financial year ended 31st March 2016** - The Annual Return was presented to the Council, and the external audit opinion was **approved and accepted**.

(d) The Clerk was asked to send M. Taylor the requirements of an Internal Auditor.

(e) It was AGREED to hold a working Party to set the budget for 2017/18 on 09/11/16, at 6 p.m. in the St Thomas' Church Rooms.

16/144 PLANNING

(a) The Clerk reported on the outcome of applications as shown on the planning sheet numbers: 12, 13 and 14. Plus number 12 on the Enforcement Sheet.

(b) Notice of those received since last meeting: NIL

[Appendix A](#)

16/145 THE CHILWORTH PARISH MAGAZINE

The Chairman and Members discussed and AGREED that Cllr Good would write the February/March Parish Council editorial. It was noted that this is due on 15/01/17, and the DRAFT to be sent to the Clerk by 12/01/17.

16/146 THE GUNPOWDER MILLS

- West Lodge – it was noted that the Parish council are still awaiting a response from GBC. Following this the date of next working party will be convened.
- Chilworth Gunpowder Mills Group - Cllr Peake reported on the meeting held on 15/09/16: The Parish Council's proposal, supported by the CGMG, will be submitted to Guildford Borough Council (GBC) by the end of September. The Parish Council has carried out an estimate for repair of the building which is similar to the GBC's: both are for £90-£100k. John Peake has attempted to estimate the level of possible public support on the basis of the number of households and population (c.300 dwellings and c.590 adults). The current expenditure is about £12.5k a year and

he suggests £2-3k might be acceptable, based on 20 per cent of running costs. The Parish Council would seek support from Surrey County Council.

On the basis of a detailed survey, Andrew Norris has shown that the building is entirely pre-1920 and is therefore wholly significant for the Gunpowder Mills. He has prepared a paper stating the case for treating it as a heritage asset. This has been read by Glenys and Alan Crocker and by Wayne Cocroft, author of the English Heritage Report, who endorses it. It will be published and circulated shortly. Andrew Norris took the opportunity of the Heritage Open Day to inform relevant visitors about the issues involved.

- Chilworth Gunpowder Mills Public Consultative Meeting – it was noted that this is to be held on Tuesday 01/11/16, organised by the Chilworth Gunpowder Mills Group for St Martha Parish Council and Guildford Borough Council.

16/147 NEWLANDS CORNER

It was proposed by Cllr Mrs Allen to OBJECT to Surrey County Council's Planning Application for Consent to Carry Out works on Common Land, Albury Downs CL344. It was **AGREED** that the Clerk would send an e-mail to the Planning Inspectorate confirming that this Parish Council **OBJECT** to the application to install three parking charge machines and signage at Newlands Corner and to reiterate the Parish Council's previous objection.

16/148 CHILWORTH WAR MEMORIAL

The Clerk reported that John Bailey had inspected the repair works carried out by John Rye of Chichester Stoneworks. He noted that:

- *On the lower step the replacement blocks have not been dressed back completely flush with the existing blocks and this needs to be rectified.*
- *The joints between the original and new stone blocks are wider than I would like. However as long as the mortar stays in the joint I would suggest we leave this alone. I do note that the upper surface of two of the new blocks is pitted, this will allow water to sit in the surface and we need to watch freezing over the winter.*
- *I also noted that the paving slabs have not been changed round as we agreed. This is rather disappointing as it does affect the setting of the memorial. This needs to be attended too.*

It was **AGREED** to contact John Rye and confirm that Members are not satisfied with the repair work and request that the Mason returns to carry out the work specified by John Bailey - as above. It was also **AGREED** to take photographs of the remedial work and send them to John Bailey.

16/149 CORRESPONDENCE

The Clerk reported on the following items:

- Business Plan Session – the Chairman **AGREED** to contact Anne Bott again and confirm a date.
- Surrey Highways Reference: SQ-934594 - Dorking Road, Chilworth. Details: Footway Defect - Paving trip, rocking, missing. The work is scheduled (as a priority) to be carried out w/c 10/10/16.

16/150 PARISH COMMUNICATIONS

- Cllr Corning distributed a paper on 'suggested starting points'. It was **AGREED** that the Parish Council's communications needed to be reviewed/enhanced and that Cllr Corning would follow this up outside of the meeting.
- Cllr Mrs Allen asked for guidance/legislation on building a database of Parishioners e-mail addresses.

16/151 HIGHWAYS

Cllr Mrs Allen noted that the next De-cluttering meeting is on 03/11/16 1 – 3 p.m.

16/152 ITEMS FOR THE NEXT MEETING

- For the January 2017 meeting – Members to plan the Agenda for the Parish Assembly
- Neighbourhood Plan
- Dunsfold Development – to be on every Agenda – to review progress

16/153 DATE OF NEXT COUNCIL MEETING – the date of the next Ordinary Parish Council Meeting will be held on Thursday 10th November 2016.