

# ST MARTHA PARISH COUNCIL

## Minutes of the Meeting of St Martha Parish Council held on 24<sup>th</sup> February 2016 at Chilworth C of E Infants School

Present:

Cllr. Mrs P. Allen	Cllr. M. Lunnon (Vice-Chairman)
Cllr. C. Seabrook	Cllr. The Rev. S. Sokolowski (Chairman)

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

**Also present:** Cllr A. Cansell (Shalford Parish Council), Cllr K. Taylor (SCC) and seven members of the public.

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

### **PUBLIC SESSION**

The public were invited to address the Council prior to the Council meeting:

Cllr Cansell enquired if the Parish Council were intending to comment to GBC on the future increase of through traffic following the Dunsfold Development. The chairman replied that Councillors would wait until after the meeting with Executive Officers on 21st March 2016.

A resident asked if anything could be done with regard to the flooding on the A248 where the embankment was rebuilt a year or so ago. The Clerk reported that she had logged this again with Surrey County Council Highways, along with the silt and debris deposited on the footway adjacent to the road – following the flooding. Cllr Taylor confirmed that he would also report this to Colin Pearse, the Local Officer – (South West Team, Surrey Highways) who had recently taken over from Gavin Smith.

### **AGENDA PART I**

#### **16/18 APOLOGIES AND REASON FOR ABSENCE**

The Council accepted apologies and reasons for absence from Parish Councillors Good and Peake and Guildford Borough Councillor D. Wright.

#### **16/19 DECLARATION OF INTERESTS**

Cllr Sokolowski declared that she was the Chair of the Chilworth Community Association.

#### **16/20 CO-OPTION OF A PARISH COUNCILLOR**

The Chairman welcomed Mr Peter Corning to the table as a new Parish Councillor. Mr Corning signed his Declaration of Acceptance of Office and joined other Councilors at the table. He also handed his Register of Interests form to the Clerk.

#### **16/21 MINUTES**

**RESOLVED:** The Minutes of the St Martha Parish Council meeting held on 14<sup>th</sup> January 2016 were signed by the Chairman as a true record. Minute number 16/09 - it was AGREED that the Clerk would seek clarification on the statement from Came & Company Local Council Insurance with regard to the bus shelter.

#### **16/22 REPORTS**

- To receive a report from Guildford Borough Councillors – None present.
- To receive a report from Surrey Police Local Officers – The Clerk reported on an e-mail received from PCSO Damon Young – who reported that there have been no crime incidents in St Martha Parish since 1<sup>st</sup> January 2016.
- Keith Taylor (Surrey County Councillor [SCC]) reported that the funding from Central Government for Public Services is not protected. SCC are £40 million short this year. He reminded those present

that SCC have statutory obligations to provide, whereas Guildford Borough Council [GBC] have discretionary services.

- Councillors Lunnion and Seabrook gave a report following their attendance at the Shalford Parish Council meeting on 21/01/16. Councillors AGREED to attend the following Shalford PC meetings:
- 25<sup>th</sup> February 2016 at Chilworth – Councillors Allen and Sokolowski
- 24<sup>th</sup> March 2016 at Shalford – Councillors Corning and Seabrook
- 7<sup>th</sup> April 2016 at Shalford – the Annual Assembly
- 21<sup>st</sup> April 2016 at Peasmarsh Councillors Peake and Sokolowski
- Cllr Mrs Allen reported on the de-cluttering meeting held at Abinger Hammer on 13/01/16. Cllr Allen reminded Councilors that the notes were circulated on 21/06/16, together with Colin Davis's report "Surrey Hills - Declutter Exercise", and the Assessment of Risk matrix to be completed for each sign being considered for removal/repair. The next meeting is on 6<sup>th</sup> April 2016. Cllr Allen suggested that St Martha Parish Councillors meet at the Chilworth railway station on 23<sup>rd</sup> March at 9 a.m. to complete the matrix for the Parish.

## **16/23 FINANCIAL MATTERS**

(a) The Clerk reported on the following balances:

£6,115.76	Business Reserve Account (as at 01/02/16)
£11,781.40	Current Account (as at 02/02/16)
£25.00	Field Current Account (as at 01/02/16) - all donors have now been refunded by Parish Council cheques

It was AGREED to close the Field Account and ask Maggie Scott (Chilworth2gether) for a receipt. This would comply for audit purposes and be consistent with the system set up by the Clerk for recording returned donations.

Income received since last meeting (14/01/16):

- 24p interest on Business Reserve Account (29/01/16)

(b) The schedule of cheques totalling £282.84 (+ VAT totalling £5.00) at attached to record Minutes were **approved and signed**.

(c) The Clerk reported on an enquiry from SSALCC as to whether St Martha Parish Council will be continuing its quarterly subscription to the Local Council Review (LCR) Magazine for 2016/17.

Details are : **Quantity – 1 Cost = £17.00**

**RESOLVED: Councillors AGREED to the subscription for one copy.**

(d) The Clerk reported that the signatories for the Parish Council accounts are now changed. Cllr Sokolowski and the Clerk are now added to the list of signatories. Michael Ede and David Bunting have been withdrawn as a signatory. Current signatories on the Accounts are: Councillors Lunnion, Peake and Sokolowski. The Clerk is a signatory only for the purposes of communicating with NatWest.

## **16/24 PLANNING**

(a) The Clerk reported on the outcome of those previously reported on the 2015 sheet: numbers 23, 25, 26.

(b) The Clerk reported on those received since last meeting: numbers 1,2,3 on the 2016 sheet.

**Appendix A**

- (c) Councillors discuss and re-viewed the recent changed system of reporting on p/applications:
- Clerk to e-mail the information on p/applications received to all Councillors
  - Councilors to view the application on line – via the GBC website: <http://www2.guildford.gov.uk/publicaccess/>
  - The Chairman decides on the 2 Councillors that have been chosen to view the property
  - The two visiting Councillors e-mail their comments to all other Councillors (and the Clerk) as they may have historical information relevant to the application under consideration to add.

### **16/25 THE GUNPOWDER MILLS SITE**

West Lodge: The Chairman reported on the meeting she attended with Cllr Peake on 08/02/16 with James Whiteman and Marieke van der Reijden Asset Development Manager. The Clerk was asked to remind Marieke for an update on the meeting on 09/02/16.

Dog Fouling: The Clerk was asked to contact the Guildford Borough Council Dog Warden and report recent dog fouling in the Gunpowder Mills Picnic area. Additionally the Warden should be reminded that this area is also used for the Forest School – (from Chilworth C of E School) and an enquiry as to where the additional dog waste bin - AGREED to be sited in the area.

### **16/26 NEWSLETTERS**

- a) A discussion took place on producing a St Martha Parish Council's Annual Newsletter.  
**RESOLVED:** It was AGREED that the information (The Chairman's report and Annual Statement of Accounts) should go be uploaded onto the website and displayed on the notice boards. News items of St Martha Parish Council would be published in the St Thomas Newsletter.  
**RESOLVED:** that all residents in the Civil Parish should receive a copy of the Chairman's Annual Report and a copy of the Annual Statement of Accounts.
- b) **RESOLVED:** It was AGREED that 25 additional copies of the Chairman 's report and Annual Statement of Accounts would be sent to Cllr Allen to distribute to residents living in Blackheath, on the Electoral Roll for St Martha Parish.
- c) St Thomas Newsletter: The Chairman suggested that Councillors would write and submit for the Clerk to proof-read the editorial on a rota basis for news of St Martha Parish Council. It was noted that the deadline for the next copy was 15/03/16.  
**RESOLVED:** The Chairman to ask Councillor Peake to write the next copy. The clerk to upload the editorial onto the website.

### **16/27 NEWLANDS CORNER**

Councillors discussed and noted the recent developments and meetings regarding the Newlands Corner Project. Cllr Allen will keep a watching brief on what is happening and report back at each meeting.

### **16/28 PARKING RESTRICTIONS AT THE PERCY ARMS/CHILWORTH SCHOOL AREA**

Councillor Keith Taylor thanked Councillors Allen and Peake for attending the meeting with Andy Harkin. The proposals shown on Appendix B were agreed at the Local Committee (Guildford) meeting.

**Appendix B**

### **16/29 CHILWORTH WAR MEMORIAL**

- a) Councillors discussed the suggestion of engaging John Bailey on a formal basis to progress the repair. AGREED that the Clerk contact John Bailey and ask him if he would be willing to undertake the role and an estimate of how much it would cost the Parish Council.
- b) Respect and Remember Project – The Chairman reported that she would be meeting Mike Palmer tomorrow. Cllr Allen recommended that as the shrubs are elderly they should be replaced in the autumn. The beds need digging over and improving with fertilizer – ready for replanting in the autumn.

### **16/30 THE BUS SHELTER AT CHILWORTH RAILWAY STATION**

The Clerk reported that Paul Puttock confirmed on 22/02/16 that the ground is too wet for the heavy lifting gear to be brought in. He has arranged a meeting with Bahram Assadi on Monday 7<sup>th</sup> March at 10:30 on site to confirm the specifications. Cllrs Allen and Lunnon to attend from the Parish Council.

### **16/31 CORRESPONDENCE**

- a) Councillors discussed holding an event to mark the HM Queen's 90th Birthday, it was suggested that to light up St Martha Church. The Clerk AGREED to ask Chilworth2gether if they have anything planned.
- b) The Clerk reminded Councillors about the joint meeting with Artington, Shalford and Compton Parish Council which is due to take place on Monday 21 March at Millmead House at 7 p.m. At this meeting Councillors Spooner, Furniss and Billington will discuss their portfolios, the Town centre masterplan and answer Parish Councillor questions. Councillors attending from St Martha are:
  - Cllr Mrs Patricia Allen
  - Cllr Peter Corning
  - Cllr John Peake
  - Cllr The Reverend Stephanie Sokolowski
  -

Discussion items from St Martha Parish Councillors sent to GBC are:

- Traffic problems on the A248 at the junction with the B2128 at Western end of Chilworth. This is where the A248, effectively Guildford's Southern by-pass, gives way to a B class road, causing daily tailbacks through Chilworth village.
  - The proposed sale of West Lodge
  - Concerns regarding the Newlands Corner project
  - The Dunsfold Development
- c) Parish and Town Ward Programme – The Clerk reported on an e-mail from GBC with regard to the Clean for the Queen campaign. GBC stated that the success and popularity of the Parish and Town Ward Programme over recent years has prompted a return of the scheme to aid the Clean for the Queen campaign. The Clerk AGREED to complete the form with the five points that were highlighted in the Parish.
  - d) WalkFest: Saturday 17 September to 2 October 2016 – it was AGREED that the Chairman would ask Cllr Peake if he would like to offer a walk in this programme.

### **16/32 THE ST MARTHA BUSINESS PLAN**

Councillors AGREED to defer a date for re-view to the March meeting.

### **16/33 HIGHWAYS**

**Footpath adjacent to Botting's, near Mill Lane.** A resident reported on the footpath between Mill Lane in the east (adjacent to the home of the Botting's) and Lockner Lane in the west. The footpath initially runs adjacent to the Botting's garden, and then there is a stile where it enters a field. Historically this footpath meandered across the field to the next stile and on into one of Parker's fields where it crosses that field and then through a stile into the next field (owned by Ross Nye). Within the last 4 or 5 years the footpath crossing the field between Bottings and Parker's field has been fenced in. This has restricted the footpath to a narrow section between barbed wire fences and requires walkers to negotiate a very muddy/boggy stretch.

The Clerk was asked to establish whether there is any legislation governing whether a land owner can re-route a footpath without applying for permission to do so or without giving notice of their intentions? If permission is required, was permission sought and granted in this case? If a landowner re-routes a footpath are they required to ensure that it is as accessible to walkers as it was before it was re-routed? Furthermore, are they required to maintain it, e.g. to install drainage

if it is re-routed across land which contains a spring or bog or has exceptionally bad drainage?

**Footbridge opposite Postford House on the A248** – Councillor Lunnon reported **on a** large area of sand and cement screed on the bridge wall facing the A248 is falling away. The brick wall/bridge is located where a water course goes under the road (A248) opposite the Postford House entrance.

**16/34 ITEMS FOR THE NEXT MEETING**

The following requests were noted as items for discussion at the next meeting:

- Lockner Farm Listing
- Dunsfold Development
- West Lodge

**16/35 DATE OF NEXT COUNCIL MEETING**– to note that the date of the next Parish Council Meeting is 10<sup>th</sup> March 2016.

**EXCLUSION OF PRESS AND PUBLIC**

EXCLUSION OF PRESS AND PUBLIC it was RESOLVED at 10:15p.m. 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 Part II of the Agenda

The Chairman closed the meeting at 10:45 p.m.