

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 12th February 2020 at Chilworth C of E Infant School

Present:

Cllr Mrs. P. Allen
Cllr G. Brown
Cllr Mrs. C. Price
Cllr S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Also present:

Cllr Diana Jones - Guildford Borough Council
Cllr Adrian Cansell – Shalford Parish Council
Gavin Morgan – Guildford Heritage Forum (for part of the meeting)
Cllr John Redpath – Guildford Borough Council (for part of the meeting)
Two members of the public

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

AGENDA

20/12 APOLOGIES FOR ABSENCE

To accept apologies and reasons for absence in accordance with LGA 1972, Sch12, para 40. The apology and reason for absence was accepted from Parish Cllr J. Peake (Vice Chairman) and Surrey County Councillor K. Taylor.

20/13 DECLARATION OF INTERESTS

Cllr Sokolowski declared that she knew both the owner and the Agent of GBC Planning Application **20/P/00046** – to be discussed at Agenda item 8.

20/14 MINUTES

RESOLVED: As Cllrs had not received a copy of the Minutes from the Meeting held on 15th January 2020, it was AGREED that the decision to sign them by the Chairman as a true record would be deferred until the next meeting on 18th March 2020. It was noted that the Chairman had AGREED a copy of the draft Minutes with the Clerk on 6th February 2020. The Clerk AGREED to display the draft Minutes on the Noticeboards and upload them onto the website.

20/15 PUBLIC SESSION

It was reported that a Resolution agreed at the meeting on 5th September 2019 - Minute number 19/80 3(b) had not yet been actioned.

RESOLVED: The Clerk to rectify.

Cllr Cansell reported that the VAS (currently on the pole) opposite the Chilworth War Memorial is due to be moved week commencing 16th February 2020. The Chairman thanked Cllr Cansell for all his assistance and support, and to Shalford Parish Council for agreeing to display the VAS within St Martha Parish.

20/16 THE GUNPOWDER MILLS

West Lodge: Andrew Norris reported that the foundation of the south main gate post/stanchion was displaced by a heavy vehicle some years ago, causing the post to lean so that the pair of main gates no longer meet properly, and the pass gate latch can no longer be engaged. This lean has

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progressed significantly, with the post now potentially unstable. Remedying this will entail re-setting the post. Also, the pair of bolt keeps for the pair of large gates (cast in a block of concrete) was also dislodged from the ground and was last seen lying by the wall of West Lodge. It needs to be reset.

RESOLVED: The Clerk to report the situation to Marieke van der Reijden, John Andrews and cc to Diana Jones.

Andrew Norris reported that he had organised four 'familiarisation tours' for GBC Officers in the Gunpowder Mills Estate. Thirteen Officers had attended. An invitation for a tour was extended to members of St Martha Parish Council and Andrew agreed to send some possible weekday dates.

A discussion took place regarding Guildford Borough Council considering disposing of West Lodge as a normal commercial asset. Cllr Redpath reported that as West Lodge was currently classified as a residential property, it would require an application for change of use - possibly to a class D1 or D2.

RESOLVED: It was AGREED that further discussions are necessary, and a meeting was arranged for the 'Friends of the Gunpowder Mills' Chilworth2gether, Cllr Diana Jones and St Martha Parish Councillors on Wednesday 26th February 2020 at the Percy Arms at 6:30 p.m.

100 years Anniversary Commemorations: The Revd Sokolowski confirmed that St Martha's Church would be pleased to host the proposed anniversary event and suggested Saturday evening 21st November as a possible date.

The Annual Meeting of the 'Friends of the Gunpowder Mills': Cllrs agreed on the date of 21st October 2020. The Clerk confirmed that the Mayor has been invited and we are now awaiting confirmation from GBC that Cllr Billington can attend. Chilworth Village Hall has been booked from 7:00 p.m.

RESOLVED: Andrew Norris offered an illustrated talk of the Gunpowder Mills Estate. The Clerk confirmed that Tracy Heard will give a talk on 'Widowed by Gunpowder'.

Ash Die Back felling in the Estate: A comment had been received on the professionalism of the tree felling carried out in the Estate.

RESOLVED: The Clerk to report this to John Andrews.

20/17 REPORTS

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

- Parish Clerk

The Clerk reported there was no update on the flow of water along the P/Arms car park.

Borough Councillor: Cllr Diana Jones reported that Caroline Reeves is keeping in touch with the NHS regarding the Coronavirus.

- Surrey County Councillor Report: No report, Cllr Taylor sent his apologies.

- Parish Councillors

Cllr Mrs Allen reported that repair work has been carried out by David Allen on two of the Parish Council Noticeboards. Lockner Farm n/board has a new pin back-board and the lock has been serviced. The Clerk to meet with Mr Allen at the Parish Council's Manor Farm Lane n/board to discuss the possibility of fitting a lock.

Cllr Mrs Allen reported on the 'Jessie's Seat Commemoration 2020' train event on 29/02/2020. Further information has now been released regarding specific times of the trip. Cllr Mrs Allen recommended that Cllrs view the 'virtual 'train ride' from Redhill to Guildford, link previously sent by David Daniels.

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20/18 LOG OF VISITS OF PARISH ASSETS AND RISK REGISTER

RESOLVED: It was AGREED to defer this item to the March 2020 meeting.

20/19 PLANNING

(a) Outcome of those applications previously reported: NIL.

(b) Notice of those received since last meeting:

- **20/P/00046: Horseshoes, 20 Roseacre Gardens, Chilworth GU4 8RQ** - Erection of a two-storey rear extension, changes to fenestration and new garden room and timber shed following demolition of timber garage.

RESOLVED: Parish Councillors recommend **REFUSE:** *“Councillors consider this application to be a change of use from a garage to ancillary accommodation. It is over-development of the site, inappropriate in bulk and height, and very close to the neighbouring boundary. This may result in a possible restriction of light for neighbours”.*

20/20 ATTENDANCE AT SHALFORD PARISH COUNCIL MEETINGS

RESOLVED: St Martha Parish Cllrs agreed attendance at forthcoming Shalford PC meetings:

- 20th February – Chilworth Village Hall - Cllr J. Peake
- 19th March – Shalford Village Hall – Cllr G. Brown
- 23rd April – Peasmarsh Village Hall – Cllr Mrs Allen
- 21st May – Shalford Village Hall – Cllr Mrs Price
- 18th June – no arrangement made at this meeting

20/21 THE PROGRAMME FOR THE ANNUAL ASSEMBLY OF ST MARTHA PARISH - 22/04/2020

RESOLVED: The Clerk agreed to forward a copy - to Cllrs for comments - of the DRAFT Guildford Environment Forum’s (GEF) flyer for the Annual Assembly. Flyers to be distributed and posters to be displayed at the beginning of April.

RESOLVED: The Chairman to order cup-cakes from Holden Deady for the refreshments.

20/22 HIGHWAYS AND RIGHTS OF WAY – no issues to report to Surrey County Council or Guildford Borough Council.

20/23 CORRESPONDENCE

RESOLVED: Local Government Association (LGA) Peer Review of the GBC Planning Committee: Cllr G. Brown agreed to attend the Guildford Borough Council peer challenge review on the role and operation of the Planning Committee meeting to be held on 25/03/2020. The Clerk to inform Amanda Hargreaves of the St Martha Parish Council representative.

Chilworth Post Office: The Chairman reported that she had received a letter from Mr G. Fagg.

RESOLVED: The Chairman to scan and circulate to Cllrs.

Rural Affordable Housing: Cllrs discussed the e-mail received from Louise Williams Rural Housing Enabler for Surrey Community Action with regard to arranging a housing needs survey in the Parish. The previous survey was carried out in 2013.

RESOLVED: Cllrs agreed that the Clerk should reply: “we are a small Parish but as our position has not changed, we do not feel a survey is necessary”.

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20/24 FINANCIAL MATTERS

RESOLVED: Cllrs approved the bank reconciliation for January 2020 and Cllr Mrs Price signed the bank statements.

RESOLVED: Cllrs approved the schedule of cheques for payment as presented by the Parish Clerk.

The Clerk reported that the Financial Regulations had not yet been updated for Cllrs to agree.

20/25 ITEMS FOR THE NEXT MEETING

Councillors agreed the following items for discussion at the next meeting:

- Discuss the final arrangements for the Annual Assembly on 22/04/2020
- Cllrs to present their Asset Register checks
- To discuss the updated Financial Regulations
- To note the War Memorial remedial work

The Chairman thanked those present for their attendance and closed the meeting at 9:30 p.m.

DATE OF NEXT MEETING: Wednesday 18th March 2020