

# ST MARTHA PARISH COUNCIL

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## Minutes of the Meeting of St Martha Parish Council held on 1<sup>st</sup> November 2018 at Chilworth C of E Infants School

### **Present:**

Cllr Mrs. P. Allen

Cllr G. Brown

Cllr M. Lunnon (Vice Chairman)

Cllr J. Peake

Cllr S. Sokolowski (Chairman)

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

**Also present:** Cllr Keith Taylor – Surrey County Council, Cllr Adrian Cansell – Shalford Parish Council,  
Two members of the public

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

### **AGENDA**

#### **18/108 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 Guildford Borough Councillor Richard Billington.

#### **18/109 DECLARATION OF INTERESTS**

None were declared.

#### **18/110 MINUTES**

**RESOLVED:** That the Minutes of the St Martha Parish Council Ordinary meeting held on 6<sup>th</sup> September 2018 and the Extra-ordinary meeting held on 9<sup>th</sup> October 2018 be signed by the Chairman as true records.

#### **18/111 PUBLIC SESSION**

A short adjournment to enable the public to address the Council:

Mrs Lemon wished to record thanks to the Surrey County Council's Project Horizon's team – the communication and attitude with contractors was very good. Cllr Taylor reported that he would pass this comment on to the relevant Officers.

Cllr Taylor reported on the update from Daniel Williams Surrey County Council (SCC) regarding the Footpath sign at the beginning of Sample Oak Lane. Mr Williams intends to add this path to SCC's definitive map and statement, at the next annual legal event. This is a process by which SCC may modify the map based on some legally binding event or document without having to advertise or consult upon it. This normally happens between March and May each year, and the next opportunity will be in 2019. When the time arises, this will be known as public footpath 582 (St Martha). SCC will then be able to consider formally whether this goes onto our vegetation clearing schedule.

The Clerk was asked to contact Hendyrk Jurk and ask GBC to replace the sign 'Gunpowder Mills' on the new Public Footpath sign at the beginning of Vera's Path.

#### **18/112 APPOINTMENT OF COUNCILLORS TO OUTSIDE BODIES**

**RESOLUTION:** Councillors unanimously AGREED that Cllr Mrs Allen would be their voting representative to attend and vote at Surrey ALC AGM and at any other outside bodies.

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## 18/113 REPORTS

### Parish Clerk

1. Clerk updated Members on the quotation from GBC Paul Puttock to re-install the Commemorative Seat outside Chilworth C of E School.

**RESOLUTION:** The Clerk to instruct Paul Puttock to proceed with the quote PP0935 as stated.

2. **The Annual Meeting of the Parish Council** – initially set for 09/05/18 is now to be held on **16<sup>th</sup> May 2019**. The change follows an e-mail from SSALC advising that the earliest date to hold the Annual Meeting is Monday 13<sup>th</sup> May and the last date Tuesday 21<sup>st</sup> May 2019.

3. **Police Report**

The Clerk advised that a burglary had taken place on 19/10/18 at 09:05 a.m. - 110:30 along the Dorking Road. Further suspicious activity had been noticed in Dorking Road by residents of 'workmen' in hi viz jackets. During a later house-2-house by Police in Dorking Road, a resident had also seen a male taking an interest in a parked van and a Land Rover - also taking a photo.

- **Borough Councillors**- no report as no Councillors were present.
- **Surrey County Councillor Report** - Cllr Taylor reported that he was pleased to note that Project Horizon had now started in Chilworth. He reported that Surrey County Council is facing huge financial pressures. Over the next year SCC need to save a further £85m which will mean a change to some services. On 30/10/18 SCC launched a series of consultations about Surrey's children's centres, libraries and cultural services, concessionary bus travel, special educational needs and disability and community recycling centres. Residents are asked to give their views by 04/01/19 to help SCC shape those services for the future. A copy of the questionnaires is available at local libraries and [Surrey County Council consultations](#).

**Newlands Corner:** it was reported that the ticket machines have been vandalised. Considering the cost of replacing/repairing the machines are SCC going to review the parking charges?

### Parish Councillors

- (a) **Shalford Parish Council** - Cllr G Brown reported that he was unable to attend the meeting held on 18/10/18.
- (b) **North Downs Line Steering Group** held on 25/10/18. Cllr Mrs Allen reported that 50% of trains are not keeping to schedule. The dry summer has resulted in embankments falling away, with a cost to repair. Chilworth works to the level crossing is not going ahead – for technical reasons. There is no up to date information on the buildings at the station. General points of view Gatwick to Oxford, increasing train numbers to 3 per hour, this conflicts with congestion on level crossings. A new poster for the Station was unveiled by SCCLr Mike Goodman and David Daniels of the North Downs Link Community Rail Development Officer.

## 18/114 PARISH ASSETS

Councillors gave an update report on Parish Assets:

**Cllr Lunnon** – reported that the kissing gates are not being used, they are being by-passed by walkers, the fence post and barbed wire are down. Cllr Peake will speak to the landowner about repairing the fence adjacent to the kissing gate. The east end kissing gate needs repairing, there is a trip hazard on the steps.

**RESOLUTION:** Following the renovations to the bus shelter at Lockner Farm, it was AGREED to ask Paul Birch to now paint the inside.

**RESOLUTION:** Whilst the Commemorative seat is being replaced, ask Paul Puttock for a quote to repair the east end kissing gate.

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**Cllr Peake** – reported there was no issues with the Village Bench at the end of Halfpenny Close and the Commemorative Seat was not yet replaced.

**Cllr Mrs Allen** – reported there were no issues with the bus shelter opposite the Percy Arms. Likewise, no issues to report at the Chilworth War Memorial. Cllr Mrs Allen informed those present that she had planted some additional bulbs, and only one of the shrubs planted during the renovation in September 2017, had not survived.

### **18/115 THE GUNPOWDER MILLS SITE**

#### **The Flow of Water along the Canal**

The Clerk advised that she had asked Katie Powell for a reply to our letter of 21/09/18.

#### **Annual Consultative Meeting:**

Councillors discussed the final arrangements for the Annual Meeting on 08/11/18, when it was hoped a new Gunpowder Mills Group would be formed. Cllr Mrs Allen asked that the Clerk send the protocol information from GBC relating to the Mayor attending an event.

### **18/116 PLANNING**

(a) Outcome of those applications previously reported:

- **18/P/01811** - Brackenwood, Blackheath, GU4 8RD – **GBC APPROVED 26/10/18**
- **18/P/01608** - Alderbrook House, 4 Redwood Grove, Chilworth, GU4 8NU – **APPLICATION WITHDRAWN 09/10/18**

(b) Notice of those received since last meeting on 09/10/18:

- **18/P/01045** RE: Rowley Cottage, White Lane, GU4 8PS – **APPEAL against the REFUSAL** to replace existing rear porch with balcony above, new porch to front entrance, changing materials to roof and elevations to dwelling and outbuilding and changes to fenestration.  
**RESOLUTION: leave as is.**

### **18/117 COUNCIL POLICIES AND PROCEDURES**

General Data Protection Regulation (GDPR) – Councillors to approve the new policy for Data Protection.

**RESOLUTION:** The Policy was agreed and adopted by Parish Councillors with a review date set of November 2019. The Clerk to upload this document onto the website.

### **18/118 FINANCIAL MATTERS**

(a) Councillor Lunnon approved and signed the bank reconciliations for September 2018.

(b) Councillors approved the monthly expenditure list for October 2018.

(c) Councillors approved the schedule of cheques for payment as presented by the Parish Clerk, which are appended to these Minutes.

(c) The Clerk reminded Councillors of the Finance Committee working party meeting to be held on 13/12/18 at the St Thomas Church. Rooms

### **18/119 ITEMS FOR THE NEXT MEETING**

- To discuss any further potential plans for the proposed Hornhatch Development and the Local Plan.
- The Clerk to give an update on the enforcement p/application EN/18/00238 – Blackheath Cottage.
- The formation of a new Gunpowder Mills Group and date for the Annual Meeting.
- To set a date for the Annual Assembly of St Martha Parish – between 1<sup>st</sup> March and 1<sup>st</sup> May 2019.

The Chairman thanked those present for their attendance and closed the meeting at 9:50 p.m.

**DATE OF NEXT MEETING: 10<sup>th</sup> January 2019**