

# ST MARTHA PARISH COUNCIL

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## Minutes of the Meeting of St Martha Parish Council held on 10<sup>th</sup> January 2019 at Chilworth C of E Infants School

### **Present:**

Cllr Mrs. P. Allen

Cllr G. Brown

Cllr J. Peake

Cllr S. Sokolowski (Chairman)

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

**Also present:** Guildford Borough Councillors David Wright and Richard Billington – (the latter arrived at 8:15p.m.) and one member of the public.

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

### **AGENDA**

#### **19/01 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 Surrey County Councillor Keith Taylor and Parish Councillor Michael Lunnon.

#### **19/02 DECLARATION OF INTERESTS**

None were declared.

#### **19/03 MINUTES**

**RESOLVED:** That the Minutes of the St Martha Parish Council Ordinary meeting held on 1<sup>st</sup> November 2018 and the Extra-Ordinary meeting held on 13<sup>th</sup> December 2018, be signed by the Chairman as true records.

#### **19/04 PUBLIC SESSION**

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

Mrs Lemon asked about the flooding in the Gunpowder Mills Estate. The Clerk reported that this had been brought to the attention of Hendryk Jurk at GBC who, in turn, reported that a drainage engineer had visited the site and identified a breach in the main stream that feeds the Tangley Mere. This area belongs to the Diocese and they have been informed of the need to rectify the issue. Sarah Bourke confirmed that they were presently in conversation with GBC and a local consultant/contractor regarding these issues. Meanwhile GBC will be looking whether the water could be diverted away from the footpath.

#### **19/05 PLANNING**

(a) Outcome of those applications previously reported:

- **18/P/01563** – Guildford Borough Council (GBC) APPROVED on 27/12/18

(b) Notice of those received since last meeting on 13/12/18. Councillors discussed a corporate response to: **18/P/02322: Heathfield House, Lockner Holt, Chilworth, Guildford, GU4 8RG** Recommendation from the Parish Council is to SUPPORT this application – as submitted.

Councillors support the comments made by Clive Smith, the Surrey Hills AONB Planning Advisor regarding the external materials being of muted colours. Councillors see no point in the applicants having to rebuild the Conservatory prior to the total re-build. Cllrs consider this to be a waste of time and will have a negative impact on local residents. Cllrs request that the GBC Tree Officer visit the site ASAP to look at the collection of trees and seriously consider a TPO on a 35-metre-tall Redwood (and possibly two others) and consider a large Cedar Tree near the house.

## ST MARTHA PARISH COUNCIL

---

**18/P/01015:** Merrydown, White Lane, Guildford, GU4 8PS – the Clerk reported that an APPEAL has been lodged against Guildford Borough Council REFUSAL of this application. It was noted that any further comments from this Parish Council should be sent to the Planning Inspectorate in Bristol by 29/01/19.

(c) **16/P/02399 – Blackheath Cottage** – The Clerk reported on the update on 10/01/19 from Lee Payne GBC Senior Planning Enforcement Officer: *Following a recent site inspection, it appeared that the dwelling was unoccupied, at the time of the visit, and that some electrical work and redecorating was being done, but it did not seem that any work had been done to the house with regards to the planning approval 16/P/02399. A meeting has been arranged for later today with our legal team to discuss this matter and ascertain if any further action can be taken.*

### 19/06 REPORTS

- **Parish Clerk**

1. The Clerk reported that a quote had been received to upgrade the Manor Lane Notice Board.

**RESOLUTION:** To proceed with replacing the new board with Marine Ply, stained dark brown.

2. The Clerk reported that a quote had been received for a new finger arm 'Vera's Path' to be fixed onto the existing Public Footpath finger post.

**RESOLUTION:** To proceed with ordering a finger arm from 'Landmark' in Douglas Fir, engraved on both sides with lettering painted black, totalling £73.27 + VAT plus £6.95 carriage.

- **Borough Councillors**

Councillors Wright and Billington reported that GBC is currently undergoing a major review of services.

- **Parish Councillors**

1. Cllr Peake reported on his attendance at the Shalford Parish Council (SPC) meeting held on 22/11/18, the Brookwood Sports Field is leased to SPC until 2021.

2. Councillors agreed their attendance at the SPC Meetings up to May 2019:

- Thursday 24/01/19 at Chilworth Village Hall – Cllr Brown

- Thursday 21/02/19 at Shalford - Cllr Brown

- Thursday 21/03/19 at Shalford – Cllr Mrs Allen

- Thursday 25/04/19 at Peasmarsh – Cllr Peake

- Thursday 16/05/19 – no attendance from St Martha Cllrs, as this is the date of the Annual Meeting of St Martha Parish Council.

3. Councillors agreed that the authors for the Chilworth Parish Magazine would be:

**Feb/March 2019** - Cllr S. Sokolowski

**April/May 2019** – Cllr G. Brown

**June/July 2019** – Cllr S. Sokolowski – Annual Chairman's Report will be published

4. Cllr Peake reported that he had been unable to have a conversation with the landowner with regard to repairing the fence adjacent to the Kissing Gate. He hoped that this would happen by 01/02/19.

5. Cllr Mrs Allen reported that roof tiles are missing on the south side of the Gatekeepers Hut at Chilworth Station. This was logged at the meeting of the Steering Group on 10/01/19. There was no news regarding the Station Masters House or garden. The next meeting is scheduled for 03/04/19 and the AGM on 11/07/19.

## ST MARTHA PARISH COUNCIL

---

6. **RESOLUTION:** The date for the Annual Assembly of St Martha Parish will be on Thursday 11<sup>th</sup> April 2019 in Chilworth Village Hall. A working party arranged to meet on 15/01/19 at 6:30 in the Percy Arms to discuss the outline programme and initial arrangements.

### **19/07 GUILDFORD BOROUGH COUNCIL (GBC) LOCAL PLAN**

Cllr Mrs Allen reported on the latest modifications to the new GBC Local Plan and the implications for Hornhatch Farm. There is to be a public hearing on the responses to the Inspectors on the 12<sup>th</sup> and 13<sup>th</sup> February 2019.

### **19/08 THE VAS AND SPEED LIMIT**

Councillors discussed a proposal to purchase a VAS and discussed the information supplied by Bahram Assadi regarding introducing a 20-mph speed limit along the Dorking Road. The Clerk was asked to enquire from West Clandon Parish Clerk on their experience of purchasing a VAS.

### **19/09 FUTURE DATES FOR PARISH COUNCIL MEETINGS**

The Clerk reported that the Chilworth School Bursar has requested that the Parish Council change the day of their meetings, after the Annual Meeting of the Parish Council on 16<sup>th</sup> May 2019. This is to enable the School to rent the Hall to a weekly Tai Chi class.

**RESOLUTION:** The Clerk agreed to meet with the Bursar to discuss arrangements for moving furniture (tables and chairs) from the Hall into the Yellow Classroom for Parish Council Meetings – before the Tai Chi class starts at 7 p.m. If the furniture is able to be moved, it was AGREED to hold a trial meeting on 14<sup>th</sup> March in the Yellow Classroom.

### **19/10 THE GUNPOWDER MILLS SITE**

(a) Councillors discussed the meeting held on 31/01/19 to form a new Gunpowder Powder Mills Group. The Clerk was asked to send an e-mail to invite previously identified local people who may be interested in joining the group. Cllr Brown AGREED to Chair the first meeting.

- (b) The Clerk reported on two issues (reported by Cllr Lunnon) – three fallen trees - two across the footpaths and one across the picnic area. The metal fencing protecting the swing bridge had also been pushed over on one side of the canal and needs to be re-erected. Both these issues had now been rectified.

### **19/11 HIGHWAYS AND RIGHTS OF WAY**

Councillors requested that the Clerk write to Guildford Borough Council and request an 'H' sign to be installed in front of the Public Footpath - Vera's Path.

### **19/12 FINANCIAL MATTERS**

- (a) Councillor Peake approved and signed the bank reconciliations for December 2018.  
(b) Councillors approved the monthly expenditure list for December 2018/January 2019.  
(c) Councillors approved the schedule of cheques for payment as presented by the Parish Clerk, which are appended to these Minutes.  
(d) **RESOLUTION:** Councillors set the precept request to Guildford Borough Council at £15,030, after reviewing the budget for 2019/20.

### **19/13 ITEMS FOR THE NEXT MEETING**

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

Local Plan and the proposed Hornhatch Development

An update on the Gunpowder Mills Meeting

An update on the planning application 18/P/01015 - Blackheath Cottage

An update on purchasing a VAS for Dorking Road

An update on the repairs to the Kissing Gates

## **ST MARTHA PARISH COUNCIL**

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An update on the arrangements for The Annual Assembly of St Martha Parish  
To discuss additional planting at the War Memorial

The Chairman thanked those present for their attendance and closed the meeting at 9:35 p.m.

**DATE OF NEXT MEETING: 14<sup>th</sup> March 2019**