

# ST MARTHA PARISH COUNCIL

---

## Minutes of the Meeting of St Martha Parish Council held on 12<sup>th</sup> July 2018 at Chilworth C of E Infants School

### **Present:**

Cllr Mrs. P. Allen  
Cllr G. Brown  
Cllr M. Lunnon (Chairman for this meeting)  
Cllr J. Peake

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

**Also present:** Surrey County Councillor Keith Taylor (left at 8:15 p.m. to attend another Parish Council meeting), two members of the public and Shalford Parish Councillor David Thompson.

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

### **AGENDA**

#### **18/72 APOLOGIES FOR ABSENCE**

To accept apologies and reasons for absence in accordance with LGA 1972, Sch12, para 40 - Cllr The Revd. S. Sokolowski (Chairman). Apologies was accepted.

#### **18/73 DECLARATION OF INTERESTS**

None were declared.

#### **18/74 MINUTES**

**RESOLVED:** That the Minutes of the Annual St Martha Parish Council meeting held on 17<sup>th</sup> May 2018 and the Extra-Ordinary meetings held on 5<sup>th</sup> June and 2<sup>nd</sup> July 2018 be signed by the Chairman as a true record.

**RESOLVED:** it was noted in the Minutes dated 02/07/18, that Cllr John Peake was recorded as being both present and absent, it was confirmed by Cllr John Peake that he was present.

#### **18/75 PUBLIC SESSION**

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

A member of the public suggested that draft Minutes of meetings are circulated to all Councillors, prior to the meeting when the Minutes were agreed. This would reduce the amount of time Cllrs spent on discussing points. It was noted that any amendments to the Minutes had to be brought before the Council at the next meeting for agreement. Any proposed alteration needed a resolution from Councillors and to be recorded in the Minutes.

**RESOLVED:** That the DRAFT Minutes to be displayed on the notice boards and website following the Chairman's approval, but prior to being AGREED at a Parish Council meeting.

**Planning Application - 16/P/02399 Blackheath Cottage** – Cllr Mrs Allen reported that a local resident had expressed concern that the planning process is being flouted regarding the approved plans.

**RESOLVED:** The Clerk to write to GBC and ask for the up to date position on the Enforcement Order EN/11/00560, and compliance with the planning process relating to Planning Application 16/P/02399. Copy to Wonersh Parish Council.

The Chairman thanked members of public for taking the time to attend the meeting and express their views.

## ST MARTHA PARISH COUNCIL

---

### 18/76 REPORTS

**Parish Clerk** reported that the draft revision of Standing Orders has not yet been completed.

#### **Surrey County Councillor**

Cllr Keith Taylor reported that the vegetation had been cleared along Sample Oak Lane and the adoption of the footpath and new sign was in progress. The Horizon project was underway, and New Pond Bridge is soon to be opened.

#### **Parish Councillors**

1. Cllr Mrs Allen reported on the Shalford Parish Council meeting. It was noted that in the GBC Local Plan there is a proposal, in the first five years, for an additional new site for eighty homes at Hornhatch Farm. It was also noted that there is no planning application in yet.
2. Cllrs Mrs Allen and Brown reported on the North Downs Line Meeting. Cllr Brown reported that the Chilworth Station is an interesting centre point in the Parish. It was noted that The Station House, Signal Box and Gatekeepers Lodge with its large garden is redundant and the ramp on the south side of the station is not accessible for disabled users. Cllr Mrs Allen reported that re-vamping of the level crossing is due to be upgraded in October.
3. Cllr Mrs Allen reported that the de-cluttering in St Martha's Parish is now finished.
4. Cllr Peake reported on the Shalford Parish Council meeting held on 21/06/18 and the problems re Rice's Corner, which is a class A road joining a B class road.  
**RESOLVED:** The Clerk to write to SCCLr K. Taylor asking for a traffic upgrade action at Rice's Corner and express a requirement for action.
5. **RESOLVED:** The Clerk was asked to collect a New Corporate Plan from Guildford Borough Council offices and circulate it to Members.
6. Cllr Lunnon reported on the meeting with Bahram Assadi (SCC) regarding the two new VAS poles and the siting of the Commemorative Chair outside the Chilworth C of E School.  
**RESOLVED:** reinstate the Commemorative Seat in the same location but forward by 400 mm. The two VAS poles erected by SCC are to be replaced by poles of 3 metres each.
7. Cllr Brown reported on the SSALC training course he attended on 05/06/18, which was interesting and thirty people attended.
8. Recruitment of two new Parish Councillors:  
**RESOLVED:** Cllr Peake to arrange for an article to be inserted in the regular newsletter of Chilworth C of E School. The Clerk to ask Maggie Scott to put it on Chilworth2gether website. Cllr Peake to ask Tillingbourne School to include it in their e-mail.

### 18/77 THE GUNPOWDER MILLS SITE

- a) **West Lodge** – **RESOLVED:** that the letter written by Maggie Scott to Nigel Manning should be sent.
- b) **The Flow of Water along the Canal:** - ref: THM55636. Cllr Peake reported that little progress had been achieved on ascertaining who owns the land, in order that a reply could be sent to the Environment Agency regarding the removal the sheet piling. Cllr Brown offered to assist with researching into the plans to establish ownership of the land to enable access. Cllr Peake AGREED to draft a letter to the Environment Agency once the facts have been established.

## ST MARTHA PARISH COUNCIL

---

- c) **Annual Consultative Meeting:** It was noted that this will take place on 08/11/18 in Chilworth Village Hall.

**RESOLVED:** That the flyer will be finalised at the next Parish Council meeting, when all the proposed speakers have confirmed their attendance. It was noted that in the Minutes of the Gunpowder Mills Group meeting (06), on 22/05/18 that GBC will print the leaflets and posters.

Additionally, at Minute number 08, it was noted that due to several Members retiring, the Chilworth Gunpowder Mills Group would close with immediate effect upon issue of the Minutes. A suggestion had been made to St Martha Parish Council that it may wish to consider continuing the working relationship with GBC in the best interests of the historic site, co-opting or including particular individuals with appropriate interest, skills and knowledge.

**RESOLVED:** that the Parish Council would convene a meeting to gauge the viability of continuing the Group.

### **18/78 PLANNING**

- (a) Outcome of those applications previously reported:

- **18/P/00798** St Martha's Cottage GBC APPROVED 02/07/18

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

- (c) A discussion took place regarding an e-mail received from Mr Hopkins asking if the Parish Council would consider applying for Tree Preservation Orders (TPOs) on the old Oak trees in the fields bordered to the north by the Gunpowder Mills, the east by Vera's path and to the south by the odd numbered houses on Dorking Road.

**RESOLVED:** That the Clerk reply to Mr Hopkins advising him that as the trees are in a Conservation Area, they are protected, and no work could be carried out without an application being made to the Parish Council as a statutory consultee of Guildford Borough Council.

### **18/79 CORRESPONDENCE**

The Clerk reported on the following correspondence:

- Old Manor Green - Cllrs discussed a regular maintenance programme of the vegetation at Old Manor Green.

**RESOLVED:** The Clerk to ask Barry Wakeford to send a quote for cutting the grass, trimming back the hedge behind the seat - three times per annum - during the Spring, late Summer and late Autumn.

### **18/80 GDPR**

The Clerk reported that no further correspondence had been received from GBC regarding supporting Parish Councils with a DPO.

### **18/81 HIGHWAYS AND RIGHTS OF WAY**

Nothing to report.

### **18/82 THE CHILWORTH PARISH MAGAZINE**

**RESOLVED:** The authors of the copy from St Martha Parish Council:

Cllr G. Brown Aug/Sept 2018

Cllr Mrs Allen – Oct / Nov 2018

Cllr J. Peake – Dec 2018/Jan 2019

## ST MARTHA PARISH COUNCIL

---

### **18/83 FINANCIAL MATTERS**

#### **a) Monthly Expenditure List**

(a) The Clerk circulated a monthly expenditure list for June 2018. Cllr Lunnon approved and signed the bank reconciliation for June 2018.

b) **RESOLVED:** To approve the monthly expenditure lists for June/July 2018 (totalling £340.00) as attached to record minutes. These were approved, and the cheques signed.

### **18/84 ITEMS FOR THE NEXT MEETING**

- Bus shelter – consider the quotes
- War Memorial
- GBC Concurrent Grant 2019/20
- The flyer for the Annual Gunpowder Mills Meeting
- GDPR
- Councillors recruitment
- Trees opposite War Memorial
- The proposed Hornhatch Development
- Blackheath Cottage
- Cllrs to report on the Parish assets

**DATE OF NEXT MEETING: 6<sup>th</sup> September 2018**

The Chairman thanked those present for their attendance and closed the meeting at 10:15 p.m.