

# ST MARTHA PARISH COUNCIL

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## Minutes of the Meeting of St Martha Parish Council held on 6<sup>th</sup> July 2017 at Chilworth C of E Infants School

### **Present:**

Cllr The Revd. S. Sokolowski (Chairman)

Cllr Mrs. P. Allen

Cllr R. Good (left at 21:00)

Cllr J. Peake

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

**Also present:** Borough Cllr R. Billington (arrived at 20:15) and 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**

#### **17/82 APOLOGIES FOR ABSENCE**

The Council accepted apologies and reasons for absence from Parish Councillors Corning and Lunnon and County Councillor Keith Taylor.

#### **17/83 DECLARATION OF INTERESTS**

None were declared.

#### **17/84 MINUTES**

The Minutes of the Council Meeting held on 11<sup>th</sup> May 2017 were approved by Councillors and signed by the Chairman as a correct record.

**RESOLVED: That the Minutes of the Council Meeting held on 11<sup>th</sup> May 2017 be signed as a correct record.**

#### **17/85 PUBLIC SESSION**

Members of the public and press are cordially invited to be present at the meeting. There will be an opportunity to address the Council at this point and then are welcome to observe the rest of the meeting. Items to be discussed:

- **Common Land at Albury Downs, Newlands Corner, (CL344)** – The Clerk was asked to send the following reply to the Planning Inspectorate, Commons Team at 3F Temple Quay House, Bristol by 07/07/17:  
This Council **OBJECT** to the proposed installation of play structures at N Corner. These are not appropriate in a natural environment. The expenditure is not justified initially, and for long term maintenance. There would be further disturbance to dormice, bats, and other wildlife, and harmful to the ancient Yew Trees which are of British and international importance. The play equipment does nothing to conserve and enhance the AONB.
- **Dunsfold Park Development** – Cllr Mrs Allen reported on discussions from the Shalford Parish Council on 22/06/17.
- **Surrey Wildlife Trust (SWT)** has recently released its Business Plan for the Surrey County Council (SCC) Countryside Estate as agreed with SCC. Cllr Mrs Allen suggested that they have not upheld to their original ethos.
- **Chilworth War Memorial Listing** – A discussion took place regarding the e-mail received from Historic England (26/06/17), inviting comments from St Martha Parish Council on the contents of their Consultation Report. It was AGREED that the Parish Council would supply further information/clarification and the Chairman offered to undertake further research.

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- **Task/Finish Group held on 15/06/17** – It was AGREED to set up a Parish Council ‘Mail Chimp’ with details provided from parishioners attending the 2016 Annual Assembly and subsequently Mr. Jeremy Oliver. The Clerk was asked to advertise the dates of the Annual Meeting of the Gunpowder Mills and the September Heritage on the Parish Council website.

### 17/86 REPORTS

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

- **Parish Clerk**
  - a) War Memorial – risk assessment of trees, it was noted that no report had been received from Angus Wilson and it was AGREED that the Clerk should contact **Arbortech**.
  - b) Action Points – the Clerk gave the outcome of the points agreed at the Parish Council meeting held on 11/05/17.
- **Guildford Borough Councillors** –  
Cllr Billington reported that:
  - a) funds have been cut back for routine hedging and grass cutting
  - b) Burpham Court Farm and Tyting Farm will be re-developed, but will be on the same footprint.
- **Parish Councillors:**
  - a) Co-option of a Parish Councillor – Councillors AGREED to place an advert in next Chilworth Magazine.
  - b) Shalford Parish Council Meeting held on 22/06/17 – Cllr Mrs Allen invited comments from the notes circulated to Cllrs on 26/07/17.
  - c) Shalford Parish Council Meeting held on 25/05/17 – Cllr J Peake reported that Rice’s Corner and parking on Common Land (in Shalford) will be discouraged.
  - d) Quiet Lanes and De-Cluttering Site Visit on 30/06/17 – Cllr Mrs Allen invited comments from the notes circulated to Cllrs on 30/06/17, re the meeting between Cllr Mrs Allen and Colin Davis. It was noted that there is an overhanging branch obscuring the Chilworth School sign and it was AGREED to ask Cllr Lunnon to approach the owner of house to rectify this.
  - e) The Shalford PC VAS – The Clerk was asked to write to the Shalford PC Clerk seeking further information/clarification on the length of time and frequency that the VAS will be loaned and erected in St Martha Parish. It was reported that a meeting had taken place between Cllr Lunnon and Bahram Assadi to identify a suitable site for the post to erect the VAS on. Bahram Assadi suggested that the short post with two 30 MPH round signs situated on the north side of Dorking Road near properties 27 and 29 may be suitable. He suggested removing the short post, replacing it with a higher post and siting the two 30 MPH signs and the VAS on the same post. It was AGREED that the residents of properties numbers 27 and 29 should be informed of the Parish Councils intentions.

It was also noted that Surrey County Council will be requesting a donation of £400.00 towards the installation cost of any new post. It was AGREED to seek Shalford PCs agreement that the VAS could be erected at both ends of the Parish – for maximum effect and to slow drivers entering the Parish from the west side of the School, soon after the War Memorial. If Shalford PC agree to an additional site, the Clerk would write to Bahram Assadi and enquire if it would be cheaper for the Parish Council to erect 2 x posts at the same time.
  - f) Towns and Villages Section on [www.visitguildford.com](http://www.visitguildford.com) – Cllrs noted an e-mail from Diana Roberts (GBC) on 23/05/17 asking if St Martha Parish would like to be included on this website. Cllrs Mrs Allen and Peake will complete the form.

### 17/87 THE CHILWORTH PARISH MAGAZINE

It was AGREED that Cllr Peake would write the copy for the August/September edition.

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### 17/88 PLANNING

(a) The Clerk reported on the outcome of the following enforcement case:

**EN/17/00111**- 8 Pine View Close - Alleged erection of decking and raised garden area.

This complaint raised concerns regarding a raised decking area in the rear garden and a 'raised level of garden'. The decking area was set into an undulating slope, and at the highest point, did not exceed 300mm (measured 230mm) under GPDO regulations. This aspect was referred to GBC legal department to ensure the calculations were correct and that a wooden post and rope area surrounding the decking (for safety due to its height) did not need to be taken into consideration. The raised level of garden related to a small section of garden which sloped towards the patio area. A small retaining wall had been erected, moving a small amount area of soil which was held back by a 70cm retaining wall. It was considered that the works did not amount to an engineering operation and was within GPDO regulations. No breaches were therefore established. All parties updated and for closure. **Sign off date – 12/05/17.**

(b) The Clerk reported that no new planning applications had been received since the last meeting on 11/05/17.

### 17/89 THE GUNPOWDER MILLS SITE

West Lodge – The Clerk confirmed that the pre-planning application for change of use at West Lodge had been sent to GBC.

A Historic Water Flow Problem

It was AGREED that the Clerk would send the original letter drafted by John Peake in April 2017 to the Environment Agency re the flow of water in the canal at the Gunpowder Mills.

### 17/90 CORRESPONDENCE

- The Clerk reported on an e-mail from GBC Financial Services regarding the Concurrent Functions Grant Aid (CFGA) 2018-19. It was AGREED to obtain a risk assessment report to include any tree surgery work and then a quote to enhance/re-plant the Garden Remembrance. Applications must be returned by 08/09/17.
- The Clerk reported on an e-mail received from the Wonersh Parish Council (WPC) Clerk regarding the current consultation on the DRAFT Guildford Local Plan, with a question from Cllrs if there were any cross-boundary issues that WPC should be aware of. It was AGREED that the Clerk would reply: Nothing to comment on the current consultation (a consultation only on the changes since the previous draft) but are Wonersh Parish Councillors aware that in-setting is being proposed in Chilworth?

### 17/91 HIGHWAYS AND RIGHTS OF WAY

No new matters (other than those already minuted) were raised.

### 17/92 FINANCIAL MATTERS

#### a) Monthly Expenditure List

**RESOLVED: To approve the monthly expenditure list for June 2017** (totalling £648.50 + VAT £29.83), as attached to record minutes. These were approved and the cheques signed.

### 17/93 ITEMS FOR THE NEXT MEETING

- De-cluttering
- Mail-chimp
- Arrangements for the Gunpowder Mills Meeting

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- Minute number: 17/67 - The frequency of meetings to be reviewed at the January 2018 meeting. Therefore, Cllrs are required to set a date for the Parish Council meeting in January 2018 - at the next meeting on 14/09/17.

**DATE OF NEXT MEETING: 14<sup>th</sup> September 2017**

### **EXCLUSION OF PRESS AND PUBLIC**

EXCLUSION OF PRESS AND PUBLIC it was **RESOLVED** at 9:45 p.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 Confidential business of the Agenda.

The Chairman thanked those present for their attendance and closed the meeting at 10:25 p.m.