
ST. MARTHA PARISH COUNCIL

NOTICE OF A MEETING OF THE PARISH COUNCIL

Councillors are respectfully summoned to attend a meeting of the Parish Council to be held on
Tuesday 28 March 2023 at 7.00 pm in Chilworth Village Hall

Members of the public and press have a right and are cordially invited to be present at the meeting.

Anne Tait - Parish Clerk
23rd March 2023

- 1. To accept apologies and reason for absence to be approved** in accordance with the LGA 1972, Sch 1, para 40.
- 2. Declaration of Disclosable Pecuniary Interests (DPIs)** - by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)
- 3. Declaration of Non-Pecuniary Interests** in accordance with the Parish Council's Code of Conduct.
- 4. Register of Interests** – a declaration from Members on amendments.
- 5. Minutes of the previous meetings:** The following Council Minutes are to be agreed and signed by the Chairman as a true record:
 - The Parish Council Meeting held on 21st February 2023
 - An Extra-Ordinary Parish Council Meeting held on 28th February 2023
- 6. Public participation session** – 10 minutes - Members of the public can express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe, but not comment during the rest of the meeting without the Chairman's consent.
- 7. Reports:**

To receive Reports, Communications and Updates from:

Parish Clerk:

- **To receive** an update re the dead Ash tree on the unregistered land near to the War Memorial. SCC Reference number: 2472799
- **To receive** an update on the outstanding tasks on the SCC list
- **CLIs to receive** an updated list of the assets and risk assessments

Guildford Borough Councillors' Reports (5 Minutes)

Surrey County Councillor's Report (5 Minutes)

Shalford Community Councillor's Report (5 minutes)

Parish Councillors:

- Cllr Mrs Price to update on a proposal to apply for a Grit Bin Licence on Blackheath Lane

8. Chilworth

To **receive and discuss** topics from both Shalford and St Martha Annual Assemblies and Council meetings.

9. Cross Parish Transport

To receive and discuss a proposed DRAFT Joint letter reviewed at the last Inter-Parish Climate Change Group Meeting. Reference the email dated 18/03/23.

10. Proposed Extension to the Surrey Hills Area of Outstanding Natural Beauty

To receive an update on the statutory and public consultation from 7 March to 13 June 2023.

11. Policies and Regulation Approval

- To **receive and approve** the schedule of payments presented by the Clerk.
- To **receive, approve and sign** the bank reconciliations for period ended 29/02/23.
- To **receive and approve** the updated St Martha Parish Council Financial Regulations.
- To **review and agree the Terms of Reference for the Planning Committee** – updated and re-drafted on 01/02/23.
- To **receive and approve** the St Martha Parish Council Communications Policy

12. Planning

(a) To discuss and agree a response to GBC on the following applications:

- **23/P/00283 Lockner Farm, Dorking Road, Chilworth, GU4 8RH. Details:** Conversion of an existing stable building to form a single storey dwelling
- **23/P/00286 Lockner Farm, Dorking Road, Chilworth, GU4 8R.H Details:** Conversion of stable building to form two storey dwellings following the demolition of further stable/storage building
- **23/P/00287 Lockner Farm, Dorking Road, Chilworth, GU4 8RH. Details** Conversion of an Existing Stable Building/Barn and Extensions and Alterations to form Two Dwellings following the Demolition of a further Stable/Storage Building.

PLEASE NOTE: From GBC - ***The agent has submitted two identical applications, (00286 AND 00287) known as twin tracking. In the event the applications are not determined within the correct timescale they will then take one of the applications to appeal and allow the other to continue in the system and await determination.***

- **23/P/00341 Retlaws, 15 Roseacre Gardens, Chilworth, GU4 8RQ. Details:** 1.5 storey new build dwelling with integral garage, associated parking and landscaping.
- **23/T/00062 Longfrey Cottage, Longfrey Farm, Dorking Road, Chilworth, GU4 8RH. Details:**
T1, English Oak - fell. T2, E Oak with honey fungus- reduce in height by 5m to leave an approx. finished height of 8-9m to lateral growth. T3, E Oak - remove major deadwood from the tree. Reduce back the lateral spread by 3-4m over building to leave a finished radial spread of 7m. T4, E Oak - fell.
T5, E Oak - reduce back the lateral spread by 3.5m over building to leave a finished radial spread of 5m. T6, E Oak - reduce back the lateral spread by 2-3m over building to leave a finished radial spread of 5m.

For information:

- **23/P/00340 Pine View House, 4 Pine View Close, Chilworth, GU4 8RS. Certificate of lawfulness** for a proposed development to establish whether a detached garden room / office would be lawful.
- (b) To receive and note** the outcome of applications previously reported:
- **22/P/01686 2A Roseacre Gardens, Chilworth GU4 8RQ.** Removal of existing conservatory, construction of a new double storey rear extension, alterations to the fenestration and new raised patio.
GBC APPROVED 13/03/23.

13. Climate Change

To receive and note from Cllr Mrs Allen:

- Inter-Parish Climate Change Group
- Tillingbourne Parish Council Group
- Tillingbourne Earth

14. Highways and Rights of Way

15. Correspondence

To receive and discuss a request to re-turf the area known as Old Manor Green following work carried out by Thames Water.

16. The Gunpowder Mills and West Lodge

To receive and agree the proposal that “St Martha Parish Council will provide £10,000.00 towards the cost of refurbishment of West Lodge for letting purposes subject to Guildford Borough Councils’ agreement to the basic proposal. And, subject, to the condition that St Martha Parish Council is satisfied with any tenancy and/or employment arrangements.”

17. Items for the next meeting

Items for inclusion on future agendas - to receive any suggestions from Members.

18. Date of next full Council meeting: Tuesday 18th April 2023