

## **NOTICE OF MEETING**

Thursday 29<sup>th</sup> August 2024

**To: All Members of the Council**

You are hereby respectfully summoned to attend the **Full Council Meeting** to be held in **Chilworth Village Hall** on **Tuesday 3<sup>rd</sup> September 2024 at 7.00 pm** for the purpose of transacting the following business.

Signed: *Anne Tait*  
Clerk to the Council

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

### **AGENDA**

- 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:  
9<sup>th</sup> July 2024

### **6. Public participation session**

### **7. Reports:**

**To receive Reports, Communications and Updates from:**

- **Parish Clerk** report attached
- **Parish Councillors:** Cllr Mrs Allen to report on any updates re Chilworth Station
- **Guildford Borough Councillors' Report (5 Minutes)**
- **Surrey County Councillor's Report (5 Minutes)** – to include an update on The County Council Select Committee and the Road Safety Strategy report
- **Shalford Community Councillor's Report (5 minutes)**
- **St Martha Parish Council's Tree Warden (5 minutes)**

## 8. Chilworth Village

To **receive and discuss** any topics of interest from Shalford Community Council meeting on 25/07/24.

## 9. Climate Change

To **receive** any updates from Cllr Mrs Allen.

## 10. Policies, Financial and Regulation Approvals

- a) **To receive and approve** the schedule of payments presented by the Clerk.
- b) **To receive and approve and sign** the bank reconciliation for period ended 31<sup>st</sup> July 2024.
- c) **To approve** Cllr Mrs Tantram as a further signatory on the Unity Bank Account.
- d) **To receive and approve** the Co-option Policy for St Martha Parish Council.
- e) **To receive and discuss** the arrangements for grass cutting at the Chilworth War Memorial.

## 11. Planning

- **To discuss and agree** the recommendation to Guildford Borough Council on the following application(s):

### a) **Planning Application 24/P/01207 - 7 Dorking Road, Chilworth, GU4 8NW**

**Proposal:** Erection of a rear pitched roof extension with the addition of rear facing dormer window.

### b) **Planning Application 24/P/01230 - Edale, 9 Pine View Close, Chilworth, GU4 8RS**

**Proposal:** Erection of single storey rear extension, two storey side extension and extension to front dormer.

### c) **Planning Application 24/P/01216 - Pilar Lodge, Sample Oak Lane, Chilworth, GU4 8RE**

**Proposal:** Application under section 73 of the Town and Country Planning Act 1990 (as amended) for variation of conditions 2 (approved plans) and 6 (development shall not be constructed unless and until the existing outbuildings on site have been demolished) to withdraw consent for the construction of the guest house and for a replacement pool house, of planning permission 23/P/00307 approved 23/06/2023 for the demolition and replacement of the outdoor swimming pool to the main dwelling house, demolition and replacement of guest dwelling house, demolition of detached residential outbuildings and replacement with a detached garage block and greenhouse together with the associated access arrangements, landscaping and planting.

- **To receive and note** any outcomes from GBC on applications previously reported:

### a) **Planning Application 24/P/00743 Chilworth Church of England Aided Infant School, Dorking Road, Chilworth, GU4 8NP**

**Proposal:** Installation of 2no. air source heat pump units within a steel and mesh fenced compound adjacent to the north elevation.

**GBC APPROVED 08/07/24**

## 12. Highways and Rights of Way

- (a) **To receive and discuss** the report from the Roseacre Garden's AGM with regard to traffic along the stretch of the A248. (As shown on the notes below).

### **13. Correspondence**

**To receive and note** a letter written by Cllr Peake to Graham Wrigley dated 18/08/24 regarding the Permissive Right of Way that runs north towards St Martha's Church.

### **14. The Gunpowder Mills**

The Clerk to update on the suggestion that the Parish Council should fund laminated leaflets for visitors.

### **15. Items for the next meeting**

To receive any suggestions from Members for items for inclusion on future agendas.

### **16. Next Meeting: Tuesday 8<sup>th</sup> October 2024 at 7 p.m.**

**Pursuant to the Admission to Meetings Act 1960 Section 1(2)a in view of the confidential nature of the following business, it was RESOLVED that the public and press be excluded from the remainder of the meeting.**

**To receive and note** the latest information on the latest correspondence from Sebastian Burt and Eliza Wyrzykowska GBC Countryside Access Assistant on the proposal to upgrade the Permissive Path to a Public Footpath that passes through 'Peter Burt's Field'.

## Clerk's Report for the Parish Council Meeting on 3<sup>rd</sup> September 2024

### **1. Footpath dedication between Footpath 257 and 258**

**14/08/24 - Email sent to Seb Burt by Eliza Wyrzykowska, SCC Countryside Access Assistant, (Legal Definition):**

I am writing in relation to the path dedication at St. Martha, initiated by St Martha Parish Council, and previously managed by my colleague, Joanne Porter.

The Permissive Path proposed to be upgraded to a Public Footpath passes through the field owned by your late Grandfather, Peter Burt.

We have also been advised by the Parish Council that the estate is now under your management, and as part of our duty to confirm land ownership and obtain the landowners' agreement to the process, I would like to ask your permission for the process to continue.

We were previously advised by John Peake of the Parish Council that Peter, as well as both his children, were happy for the proposed path dedication to go ahead.

**14/08/24 - Email received from: Sebastian Burt – (Peter Burt's Grandson)**

I am copying in my Auntie and Uncle, Catherine and Chris as the executors of my Grandfather's (Peter Burt) estate.

The land is not under any particular persons management, but following Peter's passing there are many items to be discussed as a family, with the field being one of these topics.

We would appreciate the time and opportunity to fully review and will of course reach out with any queries that come up.

### **2. Footpath 582 St Martha - Overgrown. SCC ref IC 39119**

Following a request from the Clerk re the overgrown f/p 582, John Baker (Countryside Access Officer – West Surrey Countryside Access Team) replied: I've put it on the list for a winter cut.

SCC don't publish 'the winter cut' as it changes every year. I'm aiming to send them out in early September for completion by the end of October.

### **3. Information leaflets for the Gunpowder Mills Estate**

From John Andrews - GBC Countryside Warden on 16/07/24:

*We weren't intending to stop providing the leaflet entirely but are looking at ways to reduce their use and the associated cost as far as possible.*

*We were hoping to reduce this use through encouraging people to use the QR codes and reusable laminates positioned at site entrances.*

*If the Parish Council is willing and able to fund the continued production of the leaflets at their current level, we would welcome this and certainly have no objection and can provide digital copies in a format which can be presented to printers.*

**The Clerk:** Many thanks for your clarification on the subject of the information leaflets for the Chilworth gunpowder Mills Estate.

The Parish Council are only able to fund activities/resources that are ‘within our powers to spend’. I have looked at the list of ‘Powers to Spend’ and will have to take further advice on whether we can fund the continuation of the leaflets ‘at their current level’ – within the power shown below.

It would be helpful to have an idea of what the cost/number of copies printed per month currently is.

<b>Rights to challenge services that are provided by a principal authority</b>	Power to submit an interest in running a service provided by a borough or county council	Localism Act 2011, ss81-86
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**26/07/24 – John Andrews:** I am waiting on a summary from our printing department who we commission to print them so I can give a better idea of how many we print.

4. Editorial due from John Peake for the October/November edition of the Chilworth village Magazine. Please send to the clerk by 15/09/24.
5. Continuing damage to the ‘feathers’ on Halfpenny Green Close – the clerk has invited PCSO Emma Welland to the meeting – to give advice on the consequences of criminal damage to the trees.

## **To be discussed at Point Number 12 on the Agenda**

### **Roseacre Gardens AGM – Feedback regarding Dorking Road A248**

Many residents attending spoke about their issues regarding the speed of the traffic travelling along the A248, its narrowness, and the impact on them and/or their children. This included trying to safely enter or exit RAG in a vehicle and especially for pedestrians (both adults walking to the station each day and children walking to the bus stops to get to school etc.).

There was some discussion about which direction cars tended to speed the most (i.e. either towards Chilworth from Albury, or the other way round).

One resident stated that for a planning application he was required to commission a speed survey. This showed unequivocally that, not only was there speeding (regular speeds in the 40s and 50s were recorded, with one outlying speed in the 80s recorded after 1am), but the worst speeding was recorded by cars travelling towards Chilworth from Albury.

This is important to note because, due to the road layout, currently the plans are to install a VAS to alert cars travelling in the opposite direction.

It is also important to note that although the speeding report itself was not shared with the Guildford Borough Council (instead some information from the report was shared), the planning application was refused because any increase in traffic leaving RAG is considered inappropriate as the RAG road exit does not meet sightline requirements for the current road layout, so additional traffic only adds to the danger.

For pedestrians in particular the issues are as follows:

- The ‘hedge’ next to the railings that are located by the footpath opposite RAG (consisting primarily of brambles and nettles) stops pedestrians (and all other vehicles exiting RAG) being able to see vehicles just before they appear round the bend as you look left. When combined with speeding this is particularly dangerous. If the ‘hedge’ were not there the blind spot would be removed and the sightline would extend fully to the bend in the road due to the road gradient.

- The hedges that line the properties to the left and right of the RAG exit, also cause some obstruction. To the left this creates a blind spot that particularly effects vehicles because traffic coming from the right means it is not possible to pull out far enough (without encroaching on the A248) to avoid this blind spot entirely. Pedestrians are able to move forward to look around more easily, but sometimes have to quickly retreat back as a vehicle speeds around the bend from the right.
- The hedges/trees to the left and the right also cause significant road issues for large vehicles, causing them to have to cross well over the white line in the middle of the road. This is because even when the hedges/trees are cut back enough for cars, higher up (in line with large vehicle cabins and wing mirrors) they tend to curve back out towards the road rather than being aligned with their boundaries.
- There were discussions regarding how the footpath opposite RAG is also dangerous due to the following reasons:
  - It is already a narrow pavement – any vegetational encroachment quickly causes pedestrians to have to move in single file, which is especially dangerous for young toddlers. The alternative is to be stung/scratched by nettles/brambles etc.
  - Due to the road being so narrow and the encroachment of hedges and trees higher up, when a large vehicle swings out over the white line, cars sometimes mount the curb (sometimes intentionally to get free from a gridlock situation and sometimes accidentally). There have been incidents of wingmirrors hitting pedestrians and causing injuries.
- There is a mirror situated in a position to allow people to view traffic coming from the right (as you leave RAG). This too has a significant blind spot at a point where cars are very close to RAG. When a vehicle is spotted in the mirror there is only a few seconds to pull out. There was some discussion about whether the mirror could be better positioned.
- There was discussion regarding the position of the VAS and whether or not they are effective enough. Given the evidence from the speeding report some people thought there should either be two VAS or, if only one was available, it should be positioned to alert traffic coming from Albury driving towards Chilworth. As stated, Highways previously discounted a VAS in this position due to the curve in the road.
- The other issue with the current suggested position (opposite the bus shelter by Lockner Farm) is that it may be too far from the pinch point so that cars will already be speeding up again just as they reach RAG.
- There was a further discussion about what options might work, including the idea of:
  - Physical traffic calming measures, such as a pinch-point so that traffic needs to give way, rumble strips or humps as the latter, in particular, would force traffic to slow down;
  - Additional signage (there is only one narrow road warning sign for the Chilworth to Albury direction); and
  - Road markings warning of the narrowness and the need to reduce speed – particularly for traffic driving from Albury towards Chilworth.
- Residents were open to being included in further discussions (or being part of a temporary working group).

