

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 14th March 2019 at Chilworth C of E Infants School

Present:

Cllr Mrs. P. Allen
Cllr G. Brown
Cllr M. Lunnon (Vice Chairman)
Cllr S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Also present:

Richard Billington (Guildford Borough Councillor - arrived at 8.15 p.m.)
Tim Harrold – Campaign to Protect Rural England (CPRE) - Surrey Guildford District
Cllr Keith Taylor – Surrey County Council
Cllr Adrian Cansell – Shalford Parish Council
Two members 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.

The Chairman asked that the meeting keep a minute's silence to remember Kim Owen, who died recently and for his long-time service to the Gunpowder Mills Group and Local Community.

AGENDA

19/23 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 Parish Councillor J. Peake.

19/24 DECLARATION OF INTERESTS

None were declared.

19/25 MINUTES

RESOLVED:

- a) That the Minutes of the St Martha Parish Council Ordinary meeting held on 10/01/19 be signed by the Chairman as a true record.
- b) That the Minutes of the Extra-Ordinary meeting held on 05/02/19 be signed by the Vice-Chairman as a true record.

19/26 PUBLIC SESSION

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

Tim Harrold (CPRE) reported that Sarah Jane Chimbwandira has been appointed as the new CEO of the Surrey Wildlife Trust, following the retirement of Nigel Davenport. Mr Harrold also reported on the Ash die-back felling programme and commented that the extent of the cutting has been enormous. CPRE is concerned about the number of trees that have been/are due to be felled. Cllr Taylor reported that the Ash die-back programme – for example at Sheepleas, is more of a Borough matter.

19/27 REPORTS

Parish Clerk

1. The Clerk reported that Mr David Allen has kindly re-varnished the Community notice-board at Manor Lane.

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2. Although the order for a new finger arm 'Vera's Path' from Landmark has been placed, there is no news on the delivery date yet.
3. Cllrs discussed holding future Parish Council meetings in the Yellow Room as the Hall was being used for a Tai Chi class.

RESOLVED: AGREED that the Clerk would contact the Bursar at Chilworth School and confirm that the Yellow Classroom was suitable for Parish Council meetings. This is on the understanding that the school staff move the tables/chairs from the Hall storage area into the Yellow Classroom. However, if Councillors consider that an Agenda item will attract a high attendance of Parishioners, then the Parish Council would book Chilworth Village Hall to hold the meeting, as space is limited in the Yellow Classroom.

Borough Councillors (5 Minutes) None present at the time of this Agenda item

Surrey County Councillor Report: Cllr Taylor reported that all the buses now used for the Park & Ride Service are electric. This will improve air quality which is a positive achievement. The Borough Environmental Health and County Council are working together.

- Parish Councillors

- I. A report was given from Cllr Brown on the Shalford PC meetings held on 24/01/19 and 21/02/19. A new Parish Cllr has been appointed - Cllr David Harvey and a new pedestrian crossing opposite the Tillingbourne Junior School is planned.
- II. The Clerk reported (in Cllr Peake's absence) that no update was available to the repairs required to the fence adjacent to the kissing gate.
- III. Cllr Mrs Allen reported on the Gatekeepers Hut at Chilworth Station, the Surrey Hills Working Group, and the North Downs Line. It was noted that the next meeting is on 03/04/19 at Wokingham Borough Council.
- IV. Cllrs discussed additional planting around the War Memorial. Cllr Mrs Allen reported that there are some old plants (approx. 10 – 12 years) that need cutting back.
- V. **RESOLVED:** That the Council pay Barry Wakeford an additional 2 – 3 hours to undertake this task. Cllr Mrs Allen to arrange/supervise the arrangements with Mr Wakeford.

19/28 THE GUNPOWDER MILLS SITE

(a) Cllr Brown reported on the initial meeting held on 31/01/19. (The Clerk reminded those present that the notes had been previously circulated). Cllr Brown has received positive feedback from the volunteers who have expressed an interest to help again, the next meeting was scheduled on 25/04/19 at the Percy Arms. Cllrs noted that the Heritage Open Days information form is required to be completed by 29/03/19. Offers of assistance were extended to Cllr Brown.

(b) The Clerk reported on the latest correspondence from Grant Young from the Environment Agency. *"I have spoken to our Asset Management team and Fisheries and Biology (as the area is within a SSSI) to see if they can provide some useful comments and potentially a site visit in the near future. You should expect an email from Rachel Hopkins (Asset Management).*

19/29 THE VAS AND SPEED LIMIT

The Clerk reported on the reply from the West Clandon Parish Clerk on his experience of purchasing a VAS. It was noted that this message had previously been circulated to Parish Councillors on 03/03/19.

RESOLVED: The Clerk to contact SSALC requesting that an e-mail be sent again to all Parish Clerks asking for their experience - if they have recently purchased a VAS. The Clerk to research into any alternative funding/grant to help purchase a VAS.

The Clerk to e-mail Bahram to request that the correct size post be installed outside 27 and 29 Dorking Road.

Arrange a Working Party meeting to further discuss the issue of speeding traffic.

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RESOLVED: Following advice from Bahram Assadi it was felt prudent to close the discussion on pursuing a 20-mph speed limit along the Dorking Road.

19/30 SURREY WILD LIFE TRUST

Councillors discussed the request from The Surrey Wildlife Trust for the Parish Council to work together on their Wilder Surrey campaign to support an Environment Act.

RESOLVED: The Chairman AGREED to speak to Will Parsons.

19/31 PLANNING

(a) The Clerk to report on the outcome of those applications previously reported:

18/T/00332: 4 Mill Reach, Mill Lane, Chilworth, GU5 9BA. **GBC APPROVED 27/12/18.**

(b) The Clerk to report on applications received since the last meeting on 05/02/19. Cllrs discussed a corporate response on the following application:

19/P/00375: Sunne Dene, 27 Roseacre Gardens, Chilworth, Guildford, GU4 8RQ

OPPOSE: Too close to the boundary and in agreement with GBC, it creates a terracing effect and is not in keeping with existing road scene. This property is currently in the Green Belt.

(c) **16/P/02399 – Blackheath Cottage** – The Clerk reported on an update from GBC from Lee Payne on 04/03/19: *“I am afraid that the meeting with our legal team regarding Blackheath Cottage had to be rearranged due to other commitments. We are in the process of arranging another meeting with our legal team and I will update you as soon as I have any further information”.*

19/32 HIGHWAYS AND RIGHTS OF WAY

(a) The Clerk was asked to enquire about Reference number: 1157422 Location: Blacksmith Lane, Chilworth. A reply was received on 13/03/19 from Alex Pringle, Surrey Highways Assistant Traffic Engineer: *I have inspected this location and can confirm that the damaged post has been replaced. While I did ask for some consolidation of the signage I was advised that it was not suitable at this location, however the vegetation around the pedestrian warning sign has been cut back.*

(b) The Clerk updated Councillors on the request for GBC to install an ‘H’ parking sign at the front of the Public Footpath (Vera’s Path). A reply was received from Andy Harkin GBC Parking Manager on 12/03/19: *Parking Services’ acts on Surrey County Council’s behalf in respect to formalised parking controls, such as yellow line waiting restrictions. We are responsible for the management and enforcement of such markings. We do not tend to become involved in the provision of advisory road markings, such as carriageway edge and ‘H-bar’ access protection markings, or informal signage. These are generally dealt with directly by Surrey County Council’s Highways and Parking teams. Therefore, I have made them aware of your request.*

Notwithstanding, please note that in addition to our ability to enforce formalised controls, such as yellow lines, our enforcement officers also have more limited powers in other circumstances. One such situation is parking adjacent to lowered kerbs. I note the access to the footpath is served by a lowered kerb. Therefore, as formalised controls are already present in the vicinity, I have made our Ops team aware of the issue and asked them to keep an eye on the situation whilst they are undertaking their patrols. Nevertheless, some indication of when the issues occur and who causes them would be useful. Of course, if advisory markings were present this may act as a deterrent and also improve our ability to enforce effectively.

The Clerk reported on an e-mail from Surrey County Council regarding the enquiry of inconsiderate parking.

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“The policy for installing access protection markings has been reviewed and the criteria tightened, they will now only be considered at sites where the access is hidden or not obvious to drivers. This new criteria will also apply to locations where the markings already exist, and simply need re-painting. Please visit the link below to read the criteria and if you feel that you are eligible then please contact us again”.

<http://new.surreycc.gov.uk/roads-and-transport/parking/parking-restrictions-and-controls/access-protection-markings-h-bars>

RESOLVED: The Clerk to forward this information to Brian Jackson.

19/33 THE 2019 PARISH ELECTIONS

The Clerk reported on the significant dates for the Parish Elections to be held on 02/05/19.

19/34 FINANCIAL MATTERS

- (a) Councillor Lunnon approved and signed the bank reconciliations for January and February 2019.
- (b) Councillors approved the monthly expenditure list for January/February 2019 and schedule of cheques for payment as presented by the Parish Clerk, which are appended to these Minutes.
- (c) Councillors discussed the letter from Hazelford Limited regarding re-imburement of the Clerk's net salary.

RESOLVED: as our payment is a re-imburement payment, this should both satisfy the Internal and External Auditors.

- (d) **RESOLVED:** Councillors AGREED to become a member of the Guildford Environmental Forum; the annual subscription is presently £15.00.

19/35 GDPR

The Clerk reported on a message received from Ciaran Ward regarding using Guildford Borough Council's services for guidance on data protection and record management issues.

RESOLVED: Councillors discussed the Contract of Service and asked the Clerk to confirm from Mr Ward the basis for invoicing services.

19/36 ITEMS FOR THE NEXT MEETING

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

To discuss replacing the Parish Council Notice Board at Old Manor Lane

An update from Cllr Peake on the repairs to the Kissing Gates

An update on purchasing a VAS for Dorking Road and the replacement of a post outside 27 and 29 Dorking Road

The Chairman thanked those present for their attendance and closed the meeting at 9:45 p.m.

DATE OF NEXT MEETING: The Annual Meeting of the Parish Council - 16th May 2019