

ST MARTHA PARISH COUNCIL

Minutes of the Meeting of St Martha Parish Council held on 16th February 2021 at 7 p.m. by Zoom Video Conferencing

Present:

Cllr Mrs. P. Allen
Cllr G. Brown
Cllr J. Peake (Vice Chairman)
Cllr Mrs. C. Price
Cllr Jean-Pierre Pugh
Cllr S. Sokolowski (Chairman)

In attendance: Parish Clerk - Anne Tait

Also present:

Cllr Nigel Keane – Shalford Parish Council (until 8 p.m.)
Cllr Richard Billington – Guildford Borough Council
Cllr Keith Taylor – Surrey County Council
Mrs Elizabeth Owen (until 8 p.m.)
Mr Andrew Norris

CHAIRMAN'S ANNOUNCEMENT

The Chairman welcomed everyone and explained the arrangements for conducting the Zoom meeting.

AGENDA PART I

21/19 APOLOGIES FOR ABSENCE – Cllr Diana Jones will be attending a Guildford Borough Council meeting.

21/20 DECLARATION OF INTERESTS – Cllr Sokolowski declared that she was a personal friend of the applicant of planning application 21/P/00051 Powdermill Cottage, Blacksmith Lane, Chilworth GU4 8NL. Cllr Sokolowski will not be participating in the discussion but will remain in the meeting.

21/21 MINUTES

RESOLVED: The Minutes of the Ordinary Parish Council Meeting held on 20th January 2021 were **APPROVED** as a correct record and will be signed by the Chairman (as soon as is practicable) at the earliest opportunity.

21/22 CO-OPTION OF A PARISH COUNCILLOR

RESOLVED: It was unanimously **AREED** to co-opt Julia Tantram to fill the vacancy for a Parish Councillor. Mrs Tantram signed the Declaration of Acceptance of Office and joined the meeting.

21/23 PUBLIC SESSION

The Clerk reported on a message received from Rosemary Lemon – “Well done St. M Parish Council and supporting Borough/County Councillors on the outcome of West Lodge”.

Mrs Elizabeth Owen questioned the analysis of the data collected by the Surrey Safer Camera Partnership Team in Halfpenny Lane between 20th and 26th October 2020, which had been printed in the Village Newsletter. Mrs Owen was concerned that future decisions regarding the speed and use of the Lane by unsuitable vehicles may be made based on incorrect data. Cllr Mrs Price reported that she was meeting with PC Steve Milford and Bahram Assadi, Surrey County Traffic Engineer the following week to discuss this on-going issue.

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21/24 REPORTS:

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

Parish Clerk

The Clerk reported on a message from Helen Currie, Principal Maintenance Engineer Environmental Works North East Area Team. Having received the statutory undertaker plans a few days ago and now with your photos, I can agree to plant one on the junction (to avoid the property and BT cables in the verge) and then 4 trees on the green at the end of the road. Making 5 in total for this area.

- **WEBSITE ACCESSIBILITY:** The Clerk reported that this item is pending awaiting discussions with Shalford Parish Council re the future format of documents.
- **GOOGLE WORKSPACE proposed change of Parish Council's e-mail provider to Microsoft 365:** Cllr Pugh AGREED to speak further to Ben Nichols regarding the monthly charge, in view that the Parish Council is not a charity.
- **'The Friends of the Hurtwood'** – the Clerk reminded Councillors of the correspondence received from David Wright and Sue Darling regarding a new Chair for this organisation.
- **The Clerk advised that the following three issues reported by a local resident have all been reported to the relevant authority:**
 1. The barrier on the stile on footpath 254 has been reported to Daniel Williams - Surrey County Council Countryside Access Officer.
 2. The broken drain and flooding on the Dorking Road at the end of Pine View close has been reported to Haider Khan SC Reference: 1752211
 3. Posts and dangling barbed wire on Footpath and Bridleway 252 have been reported to Daniel Williams.

Parish Councillors

1. Councillors discussed and noted there was no update re the Chilworth Post Office and Londis Stores.
2. Cllr Peake reported on the Shalford PC meeting held on 28/01/21:
 - Cllr Matt Furniss reported that Surrey County Council's (SCC) finances in good shape, now much improved and there would only be a small increase in the Council Tax.
 - The SCC County Headquarters will be relocated to Reigate and the existing County Hall has now been sold.
 - It was reported by the Shalford Clerk that no football is being played on Brookwood Field. There had been two cases on recent fly tipping on a private track which had been cleared by the allotment holders. The Parish Council were considering erecting a new gate – estimated cost £650 to be shared by the Parish Council and the allotment holders.
 - The provisional date for the Annual Meeting of Shalford Parish was agreed - 13th May 2021.
3. **Buildings of Local Merit** Cllr Mrs Allen suggested two properties in the Parish that we may possibly consider applying for local listing – Aston House and Pilar Lodge. Cllr Brown reported that Lockner Lodge is already grade 2 listed. However, he was concerned that when a property is listed there is no obligation by the owner to maintain them to an appropriate standard. It seems that listing needs to be looked a lot more closely as it does not do enough to preserve these buildings.

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21/25 HALFPENNY LANE AND SURREY HILLS

Cllr Mrs Price reported that a meeting had been arranged PC Steve Milford and Bahram Assadi, Surrey County Council Traffic Engineer.

21/26 THE GUNPOWDER MILLS

West Lodge:

Cllrs AGREED the following proposals discussed at an informal meeting on 10/02/21, following the **APPROVAL** of Planning applications: 20/P/00793 and 20/P00794 - Change of Use for West Lodge.

1. The Clerk to ascertain from HM Customs if the Parish Council are able to claim the VAT back for goods and services on re-furbishing the interior of West Lodge – as a Leaseholder.
2. Cllrs to discuss how best to involve Shalford Parish Council in planning and decisions.
3. Cllr Mrs Allen and Mr Norris to work on a Heritage Lottery Grant and Lottery Community Fund Grant.
4. Cllrs Pugh and Mrs Price to work on a 'Your Fund Surrey' (SCC) grant application.

The flow of water in the Canal - Cllrs to **NOTE and CONSIDER** the e-mail from Hendryk Jurk Countryside Manager GBC Parks & Leisure Services dated 22/01/21:

As you are aware Guildford's Countryside Team manages the Gunpowder Mills in accordance with Green Flag standards. We are aware of our riparian duties, and we clear our watercourses on Countryside Land in accordance with priorities to prevent flooding to property and road networks. Our site management plan includes the periodic clearance of the channel adjacent to the newly restored boiler house. This work needs to take into consideration seasonal limitations avoid disturbance to wildlife. There is no flooding issue in that area that we are aware of, and we will carry out this work when resources allow at the correct time of the year.

In the past year we have worked with our Asset Management team to carry significant repairs to various SAM buildings and have identified further work requirements in the existing spillway under the path. In order to protect this area from further damage and to allow investigation to assess the work we have diverted some water flow in the new cut channel. In this context it is advantageous that the site does not receive any additional winter flash floods.

We are well aware that some residents disagree with the above measures to protect the SAM, and regular remove our sandbags. Heritage England have advised that this is potential serious criminal damage to a protected SAM site that can be prosecuted if it continuous. The Countryside Team do not have any regulating powers to deal with issues caused by other land owners.

21/27 PLANNING MATTERS

(a) Councillors NOTED the outcome of those applications previously reported:

20/P/02091 - 6 Dorking Road, Chilworth GU4 8NR – Proposed erection of a pair of two storey semidetached dwellings following demolition of existing bungalow. **GBC APPROVED 02/02/2021.**

20/P/02156 - Pilar Lodge, Sample Oak Lane, Chilworth GU4 8RE – Proposed extensions to the front, rear and side elevations, following demolition of existing rear additions and conservatory. Changes to doors, windows and fenestration. **GBC APPROVED 04/02/2021.**

20/P/00793 - West Lodge, Blacksmith Lane, Chilworth, GU4 8NQ – Proposed change of use of vacant single storey dwelling to a community use, including education, with associated refurbishment and redecoration. **GBC APPROVED 04/02/2021.**

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20/P/00794 - West Lodge, Blacksmith Lane, Chilworth, GU4 8NQ – Listed Building Consent for proposed change of use of vacant single storey dwelling to a community use, including education, with associated refurbishment and redecoration. **GBC APPROVED 04/02/2021.**

(b) To RECEIVE and NOTE applications received since last meeting (16/02/2021)
Councillors to DISCUSS AND AGREE a response to GBC on the following applications:

- **21/P/00051 - Powdermill Cottage, Blacksmith Lane, Chilworth GU4 8NL** – Two storey rear extension.
RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.
- **21/P/00067 - The Beeches, Blacksmith Lane, Chilworth GU4 8NQ** – Part first floor, part single storey rear extension.
RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.

21/28 HIGHWAYS AND RIGHTS OF WAY

Cllr Pugh reported on the narrowness of the road between Pine-View Close and Mill Lane. The hedging on one side of the road tends to push people into the middle of the road.

RESOLVED: Cllr Pugh will send the Clerk a photo of the precise location – for recording onto the SCC website.

21/29 CHILWORTH WAR MEMORIAL

RESOLVED: That the Clerk instruct Paul Evans Contract Manager at Stone Edge Conservation to carry out the following work schedule at a total cost £1,832.98 (including VAT):

1. replace the damaged stones with whole stones.
2. repair the three minor indentations with lime mortar.
3. Confirmation that no cleaning is to be carried out.

21/30 CORRESPONDENCE

Councillors to **NOTE** a message received from Paul Druce - Infrastructure Agreements & CIL Manager at Surrey County Council.

OK2034509 R - BENCHMARK ENVIRONMENTAL LIMITED Director(s): Ben McAlpine, Ron McAlpine
Operating Centre: UNIT 4 AND 5 Ideal Yard, Sample Oak Lane, Chilworth, GU4 8QW. Details of a Goods Vehicle Operators' Licence application **decision**, notification of which has been received from the Office of the Traffic Commissioner (London and the South East of England). The decision appeared in the Applications and Decisions publication dated 11th February 2021, notification of the application having been received on 9th July 2020, following a Public Inquiry held on 1st February 2021.

Authorisation: 8 vehicle(s) New
Condition:

- Vehicles authorised under this licence will at all times be parked in the area marked "Benchmark Yard" on the plan agreed by the Traffic Commissioner when not in actual use. **New Condition:**
- Vehicles authorised under this licence will leave the operating centre via right hand turn in forward gear and will enter the operating centre via left hand always turn in a forward gear.

21/31 FINANCIAL MATTERS

- (a) Cllrs **RECEIVED and APPROVED** the schedule of cheques/payments.
- (b) Cllrs **RECEIVED and APPROVED** the bank reconciliation to 31/01/2021.

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- (c) **RESOLVED:** The Clerk to ask Mark Mulberry to act as the Parish Council's Internal Auditor for the financial year ending 31/03/21.

21/32 ITEMS FOR THE NEXT MEETING

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

- The Chilworth War Memorial remedial work
- Halfpenny Lane
- Chilworth Station
- Chilworth Post Office
- West Lodge Planning Application
- The narrowness of the A248 at Pine-View Close up to Mill Lane.

DATE OF THE NEXT COUNCIL MEETING: Wednesday 17th March 2021