

ST MARTHA PARISH COUNCIL

Minutes of the Ordinary Meeting of St Martha Parish Council held on 25th November 2021 at 7:00 p.m. in St Thomas' Church Room

Present:

Councillors:

Cllr Mrs. P Allen (Vice-Chairman), Cllr G. Brown, Cllr J Peake, Cllr Mrs C Price, and Cllr Jean-Pierre Pugh (Chairman)
County Cllr Bob Hughes
Borough Cllr Diana Jones
Shalford Parish Cllr A Cansell
Two members of the public

In attendance: Parish Clerk - Anne Tait

AGENDA

21/149 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.

Apologies and reason for absence were received from: Cllr Mrs. J Tantram. Apologies were accepted.

21/150 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)

None were given.

21/151 Declaration of Non-Pecuniary Interests

Cllr Mrs Allen declared that the occupants of Woodpeckers, Sample Oak Lane were near neighbours and acquaintances. Cllr Mrs Allen would therefore not be contributing to the discussions regarding the proposed planning application (21/P/02095) at Agenda item 7.

21/152 Minutes

RESOLVED: It was proposed by Cllr Brown, seconded by Cllr Peake that the Minutes of the Parish Council Meeting held on 28th October 2021 were APPROVED. The Chairman signed as a correct record.

21/153 GUNPOWDER MILLS

West Lodge:

(a) The application submitted to the HLF: The Chairman reported on the grant application submitted by the Parish Council. Referring to the working group discussion on 04/11/21, Andrew Norris agreed to take over the HLF submission (given his previous experience) in conjunction with the Parish Council. The revised application will be submitted early in 2022. He advised that it was unlikely to receive any funding decision - from any source before April 2022 – the start of the new financial year. Mr Norris was hoping to get a response from the Ministry of Agriculture grant (via Surrey Hills) before Christmas 2021. If the applications are successful renovations on West Lodge could start in Spring 2022.

RESOLVED: It was proposed by Cllr Peake and seconded by Cllr Brown to re-submit the application from the Parish Council for a HLF grant.

(b) The application submitted to Your Fund Surrey – several questions were received on 26/10/21 from Lydia Woodage at Your Fund Surrey Team and Cllr Mrs Price agreed to reply re the points raised.

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- (c) The Annual Meeting of the Friends on 17/11/21.

RESOLVED: The Clerk to write and thank the speakers and the Deputy Mayor for their attendance. A re-calculation on the number of printed invitations/programme to be done before next year – 1,000 were printed for the meeting in 2021.

21/154 REPORTS

Parish Clerk

RESOLVED: The Chilworth Village Magazine

The Cllrs responsible for writing the editorial in 2022/23:

Feb/March	Cllr Mrs Allen
April/May	Cllr Brown
June/July	Cllr Pugh – Annual Chairman’s Report
Aug/Sept	Cllr Mrs Julia Tantram
Oct/Nov	Cllr Peake
Dec/Jan 2023	Cllr Mrs Price

The Clerk reminded Cllrs that the editorial is requested by the editor by the 15th of the previous month. To be able to achieve the deadline, please forward it in the first instance to the Clerk by the 12th to add the standard phrases into the text.

RESOLVED: Signs along the Dorking Road

The Clerk was asked to request from Bahram Assadi two illuminated flashing signs warning of ‘road narrows’. These to be erected on both sides of the A248 along the stretch of road between Pine View Close and Roseacre Gardens.

Parish Councillors:

- a) Crowdfunding Guildford - Cllr Mrs Allen reported on her Zoom attendance at the meeting of the Crowdfunding launch by Spacehive and Crowdfunding Guildford. Cllr Mrs Allen will forward the Zoom meeting recording when it is available. Cllr Mrs Allen advised that by using Spacehive the Parish Council may be able to apply for funding – especially if a large project – such as West Lodge could be broken down into specific small projects – e.g., a kitchenette for West Lodge. Quotes would be required - average 10K, which would benefit the community. It was **NOTED** that the next round of applications will be due in September 2022.
- b) Planting at the War Memorial - Cllr Mrs Allen reported on the new planting – one Malus Golden Hornet and spring bulbs. Another tree is to be planted – funded by the £100.00 pledged for planting a tree for the Jubilee to commemorate the Queen’s Canopy. Cllr Mrs Allen will research into providing a plaque.
- c) GBC Local Listing for Pilar Lodge – the Clerk reported on the reply from Louise Blaxall Policy Officer (Design & Conservation) Planning Policy which has been forwarded to Councillors on 23/11/21.
- d) Shalford Parish Council - change of name - Cllr Pugh reported on a telephone discussion with the Shalford Parish Clerk. Shalford PC are now committed to the change of name to reflect all the Parishes in their name – i.e. Shalford, Peasmarsh and Chilworth. Cllr Pugh expressed his concern that a new name might cause confusion to residents and would confirm this in writing to Shalford Parish Council.

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- e) The Wooden Snail in the Gunpowder Mills Estate- Cllr Peake reported that fund raising would be through the Chilworth Village Magazine to replace the memorial.
- f) Tillingbourne River pollution and extraction - this item was deferred to the next meeting so that Cllr Mrs Tantram could join in the discussion.
- g) Chilworth Station - Cllr Mrs Allen reported that GWR have agreed for art work from children attending both Chilworth Infant School and Tillingbourne Junior School to be displayed in the platform shelters. GWR will provide funding for 18 panels per side on both sides of the platforms, which is hoped to be completed by January 2022. Enhancement of the station with a new picket fence is scheduled to start in December. It was noted that the planters on both platforms need to be maintained and sponsored. Cllr Mrs Allen AGREED to speak to David Daniels and approach the new residents in the Station Masters House.
- h) Shalford Parish Council Meeting – Cllr Brown reported on items of interest to St Martha Parish Councillors from the meeting he attended on 18/11/21. Parking on Kings Road continues to be a problem. Cllr Brown requested that Members consider erecting a Christmas tree on the triangle of green space outside Chilworth Station.

Guildford Borough Councillor Report:

- a) Cllr Diana Jones reported that the Guildford lights are now on. RingGo parking app to pay for on-street parking in central Guildford as well as our car parks. From 1st December, convenience fees will be reduced from 19p to 10p for all RingGo transactions.
- b) AONB re-mapping - A formal AONB boundary review is now underway by Natural England which will consider the case for extending the existing AONB. Consultants have been appointed and all parties must be in agreement during the consultation.
- c) ACE Tillingbourne – the local environment group had their second meeting at The Pavilion on Albury Cricket Ground on 10/11/21. The name has now expanded to Albury Climate Change Environment Group – ACE Tillingbourne.

Surrey County Councillor's Report:

- a) Cllr Bob Hughes requested that the Clerk informs him immediately if a planning application is received from GBC (as a statutory consultee) for a 5G mast at Halfpenny Close.
- b) AONB cycling events must be ordered and planned more efficiently. The route was announced too late which was unacceptable and irresponsible to all other users of the Surrey Hills bridleways. It was **NOTED** that Aviva has pulled out of the contract,

21/155 Public Participation Session No points were raised.

21/156 Planning

Cllrs to note the outcome of applications previously reported:

- **21/P/01666 - 31 Halfpenny Close, Chilworth, GU4 8NH.** Erection of a single storey rear extension. **GBC APPROVED 25/10/2021**
- **21/P/01650: Lockner Holt House, Lockner Holt, Chilworth, GU4 8RG** – Erection of oak-framed woodland maintenance/log store to replace existing woodland maintenance store and garage. **GBC REFUSED 02/11/2021**
- **21/P/01583 Acorn Cottage, 13 Roseacre Gardens, Chilworth, GU4 8RQ.** Erection of a two-storey side extension along with changes to fenestration. **GBC APPROVED 23/11/2021**

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- **21/P/00902 - Brackenwood, Blackheath GU4 8RQ.** Extension to a domestic ancillary building, plus alteration to the pitched roof from gable ends to barn hip style to match the house and garage.
GBC APPROVED 20/11/2021

(b) Cllrs to discuss and agree a response to GBC on the following application:

- **21/P/02095: Woodpeckers, Sample Oak Lane, Chilworth, GU4 8QR.** Part conversion and alterations to an existing detached outbuilding to provide ancillary habitable accommodation.
RESOLVED: The Parish Council recommend that GBC REFUSE the plans as submitted.

21/157 Highways and Rights of Way

Cllr Mrs Price asked if 'width restriction' signs for HGVs could be erected in Halfpenny Lane. Cllr Hughes and Cllr Jones will enquire if we can have one at the top and bottom of Halfpenny Lane. It was reported that the bramble hedge is at an unacceptable height between Lockner Farm and Roseacre Gardens. This results in sight lines being restricted. It was also reported that the vegetation needs cutting back between the War Memorial and the entrance to Lockner Farm.

RESOLVED: The Clerk was asked to write to Mr Wenman at South Oaks Caravan Park and request that the hedge along the footpath is cut back.

RESOLVED: the Chairman will contact Cllr Mrs Tantram to enquire if he is able to assist in the progress of the various points along the Dorking Road with poor sight lines (previously discussed at the meeting with Jason Lewis on 24/08/21). Also to assess the clearance that has since been carried out and forward the information to the Clerk to send to Jason - as an update of the situation.

21/158 Correspondence

- **Tree Funding Success** - Councillors discussed the message from Debra Lee the Senior Woodland Management Officer - Natural Capital. Ms Lee described a Forestry Commission Treescaping funding bid that Surrey County Council (SCC) had submitted to enable tree planting working with Boroughs, Schools and Parish Councils. SCC are delighted to report that we were successful in this bid and were granted the funds to enable us to schedule tree planting for this planting season between now and March 2022.

Aligned with the SCC Tree strategy, we would very much like to enable St Martha residents to undertake some tree planting in your parishes and have allocated 110 trees to donate to each of our 87 Parish Councils. These trees are a mix of 100 whips (single stemmed small trees measuring about 40 cm) ideal for creating a small copse or hedgerow, and 10 standards (Approximately 1.5m in width and 2.0m in height) ideal for more formal park settings. All are native mixed broadleaf which we would like to donate to you and assist planting to ensure these trees thrive to their maturity in your parishes to support our greener future.

RESOLVED: The Clerk to confirm to SCC that this Parish Council would like to receive the free trees.

- **Future of defibrillators in Chilworth Village** – Councillors discussed the message received from Maggie Scott asking if the Parish Council would agree to take over the defibrillator previously provided for the village by Chilworth2gether.

RESOLVED: This Parish Council agree to be the named person for the defibrillator in the east of the village, housed outside the Percy Arms. Maggie confirmed that the pads and batteries have just been replaced which means there will be no action to take until replacements are needed in 2024. At today's prices, a replacement set for each machine costs about £70.

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Maggie confirmed that she would donate sufficient funds (£200.00) from the Chilworth2gether residual accounts to cover the purchases of the next two replacement packs, which would take the life of the defibrillators to 2028 without any drain on Parish Council funds.

21/159 Financial

RESOLVED:

- (a) The Responsible Financial Officer (RFO) had prepared a monthly bank reconciliation for October 2021 in accordance with the Accounts and Audit Regulations. Copies of which had been issued electronically to all Members in advance of the meeting.

RESOLVED: Cllr Mrs Price checked and signed the bank statements and bank reconciliation as correct and matching.

- (b) **RESOLVED:** It was proposed by Cllr Brown and seconded by Cllr Pugh that the schedule of payments presented by the Clerk are APPROVED. Shown as Appendix One of these Minutes.

The Chairman closed the meeting at 9:40 p.m.

Date of the Next Council Meeting: 15th December 2021