

# **ST MARTHA PARISH COUNCIL**

## **Minutes of the Meeting of St Martha Parish Council held on 19<sup>th</sup> August 2021 in St Thomas' Church Rooms, Chilworth**

### **Present:**

Cllr Mrs. P. Allen (Vice Chairman)  
Cllr G. Brown  
Cllr J. Peake  
Cllr Mrs. C. Price  
Cllr Jean-Pierre Pugh (Chairman)  
Cllr Mrs. J. Tantram  
Guildford Borough Councillor Diana Jones  
Guildford Borough Councillor Richard Billington  
Shalford Parish Councillor Adrian Cansell  
Surrey County Councillor Bob Hughes  
Twenty-six members of the Public  
In attendance: Parish Clerk - Anne Tait

**The Chairman welcomed everyone to the meeting.**

### **AGENDA Part 1**

**21/103 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.** All Councillors were present.

**21/104 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.

### **21/105 Declaration of Non-Pecuniary Interests**

Cllr Mrs Price re planning application 21/P/01169 – as a near neighbour; Cllr Mrs Tantram re planning applications 21/P/01634 and 21/P/01583. Cllr J Peake re planning application **21/W/00092** - as a resident of Blacksmith Lane.

### **21/106 Minutes**

**RESOLVED:** It was proposed by Cllr Peake, seconded by Cllr Mrs Allen that the Minutes of the Parish Council Meeting held on 22<sup>nd</sup> July 2021 were APPROVED. The Chairman signed as a correct record.

### **21/107 Public session**

- A significant number of objections were voiced by members of the public against planning application **21/W/00092: Halfpenny Close, Guildford, GU4 8NH** – Prior notification under Schedule 2, Part 16 of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the proposed 5G telecoms installation of a H3G Phase 8 18m high pole c/w wrap-around cabinet and 3 further additional equipment cabinets. The Chairman thanked the Parishioners for attending the meeting and expressing their views. He confirmed that the Parish Council would form their response to Guildford Borough Council at the Planning Agenda item 8.

### **21/108 Reports**

#### **Parish Clerk**

- The Clerk reminded Cllrs that a venue and date for the 2022 Annual Meeting of St Martha Parish – i.e. the Annual Assembly (to be held between 01/03/2022 and 01/05/2022), has yet to be arranged.

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**RESOLVED:** The Clerk to ascertain when Chilworth Village Hall is free to hold this event.

- The Clerk reminded Cllrs that **The Surrey ALC AGM** will be held on Tuesday 12<sup>th</sup> October at 9:30 a.m. in the Cranleigh Arts Centre
- The Clerk confirmed that no update or reply had been received from GBC re the local listing for Pilar Lodge.

**RESOLVED: Shalford Parish Council Meetings:** It was AGREED on the following attendees from St Martha PC:

- 23<sup>rd</sup> September – Cllr Mrs Tantram
- 21<sup>st</sup> October – Cllr Brown

## Parish Councillors

- **Heritage Open Day** – Cllr Mrs Price reported that the events have now been publicised. It was reported that West Lodge looks untidy outside and the garden needs clearing.

## Borough Councillor's Report:

- Cllr Richard Billington reported on the problem of the illegal noise emanating from motor cyclists speeding along the highway. It was reported that Rudgwick Parish Council have formed a sub-committee – the Traffic Calming Working Group ("TCWG") to address, consider and evaluate initiatives to calm traffic through the parish.

**RESOLVED:** The Clerk to contact Rudgwick Parish Council for further information.

- Cllr Diana Jones reported on a meeting with Rob Fairbanks regarding 4 x 4 vehicles using BOATS in the AONB. There was concern expressed over forest fires on Blackheath Common. It was suggested that signage should be erected where there is peat, as it is difficult to put out. It was reported that grants are available to plant native species hedges – from the Surrey Wildlife Trust. It was noted that the Tillingbourne river is clean and it is hoped that this would continue.

## 21/109 Acceptance to Receive Information by Electronic Means

Following the Internal Audit Report – Section B Financial Regulations, Governance & Payments, Councillors have been advised to sign a declaration of 'Acceptance to receiving all Council meeting papers by electronic Methods'.

**RESOLVED:** The Clerk to send a pro-forma prior to the Meeting for Cllrs to sign and return.

## 21/110 The Gunpowder Mills

### West Lodge:

- (a) Cllrs noted the letter from GBC Asset and Property Manager - J. Stewart dated 29/07/21. It was reported that progress has been made on agreeing the Heads of Terms.

**RESOLVED:** The Clerk to send an update to Cllr Tim Anderson and Claire Morris at GBC.

- (b) **National Lottery Heritage Fund** - Cllr Mrs Allen reported that the application was submitted on 29/07/21.

- (c) **Your Fund Surrey Idea Submission** - Cllr Mrs Price confirmed that the application was received by Surrey County Council on 28/07/21.

## 21/111 Planning

(a) **Councillors to RECEIVE and NOTE** the outcome of applications previously reported:

- **21/P/01307:** Heathfield House, Lockner Holt, Chilworth GU4 8RG - Variation of Condition 1 (drawing numbers) of planning permission 20/P/00639, approved on 03/06/21 to allow the orientation of the approved dwelling on the plot to be modified. **GBC APPROVED 30/07/2021**
- **16/P/02534: 126 Dorking Road, Chilworth** - email from Lee Payne Compliance Officer (Planning Environment and Regulatory Services: *I can confirm that the hedge has been reinstated as required by planning permission 16/P/02534 and now forms a substantial intervening feature between the*

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*fence and the highway, As a result, it can no longer be considered to be adjacent to the highway and as the fence is less than 2.00 metres in height (1.90m), it now meets with permitted development criteria under Part 2, Class A - gates fences and walls etc. General Permitted Development Order 2015. As it now meets with permitted development criteria, planning permission is not required, and the case will be closed”.*

**(b) Councillors to DISCUSS AND AGREE** a response to GBC on the application(s) received since the last Meeting:

- **21/P/01169: Marigold Cottage, Halfpenny Lane, Chilworth, GU4 8PY** – Removal of Condition 9 (permitted development removal) of planning application 20/P/01963 approved 31/01/21, in order to reinstate permitted developed rights under classes A and E. Parish Councillors consider that this is a technical matter which they are unable to consider. Highlight a discrepancy between what the officers are saying, and the applicant is saying.  
**RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.**
- **21/W/00092: Halfpenny Close, Guildford, GU4 8NH** – Prior notification under Schedule 2, Part 16 of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the proposed 5G telecoms installation of a H3G Phase 8 18m high pole c/w wrap-around cabinet and 3 further additional equipment cabinets.  
**RESOLVED: The Parish Council recommend that GBC REFUSE the plans as submitted.**
- **21/P/01634: Farley, 32 Roseacre Gardens, Chilworth, GU4 8PY** – New porch structure to front elevation, single storey extension to rear elevation with associated decking area and changes to rear fenestration. (Cllr to note previous application 21/P/00903 was refused by GBC on 18/06/21)  
**RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.**
- **21/P/01583 Acorn Cottage, 13 Roseacre Gardens, Chilworth, GU4 8RQ.** Erection of a two-storey side extension along with changes to fenestration.  
**RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.**
- **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. Comments to GBC by 08/09/21.  
**RESOLVED: The Parish Council recommend that GBC APPROVE the plans as submitted.**

### **21/112 Highways and Rights of Way**

Cllrs discussed the points identified following a site visit by Bahram Assadi (SCC Traffic Engineer) on 4<sup>th</sup> August 2021. Reference numbers: 1981375/1981379.

The Clerk reported that the Local Highways Officer will be attending a site visit with the Clerk and Cllr Mrs Tantram on the 23<sup>rd</sup> August 2021 to discuss the sight lines and encroaching vegetation on the footway between Roseacre Gardens and the Lockner Farm entrance on the A248.

### **21/113 The Queen’s Green Canopy**

**RESOLVED:** Cllrs Mrs Allen and Pugh will arrange a site meeting to choose a place to plant a Crab Apple tree and bulbs in the Autumn.

### **21/114 Financial**

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

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- (b) **RESOLVED:** That Cllr Mrs Price will sign the monthly reconciliations and the original bank statements as evidence and confirmation of verification. This activity shall on conclusion be reported, including any exceptions and noted by the Council at the meeting. Reference to Financial Regulation 3.2.
- (c) **RESOLVED:** It was proposed by Cllr Peake and seconded by Cllr Pugh that the schedule of payments presented by the Clerk be APPROVED. Appendix one of these Minutes.
- (d) **RESOLVED:** It was proposed by Cllr Peake and seconded by Cllr Pugh to donate £25.00 to the Guildford Young Carers Family Fun Day event on 16/10/2021.
- (e) **RESOLVED:** To discuss submitting an application for a CFGA applications year- 2022-23 at an extra-ordinary meeting on 8<sup>th</sup> September 2021.

### **21/115 Items for the next Meeting**

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

Heritage Open Day

Planning Application for a 5g Mast in Halfpenny Lane

Programme for the Annual Meeting of the Friends of the Gunpowder Mills on 19<sup>th</sup> November 2021

Parish Survey – Cllr Mrs Tantram

**DATE OF NEXT MEETING:** Wednesday 8<sup>th</sup> September 2021 at 7 p.m. - Venue to be confirmed.

**The meeting closed at 10.00 p.m.**