

# ST MARTHA PARISH COUNCIL

## Minutes of the Meeting of St Martha Parish Council held on 22<sup>nd</sup> July 2021 in St Martin's Church, Blackheath

### Present:

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

### Public

Mr Andrew Norris – (left at 21:15)

**In attendance: Parish Clerk** - Anne Tait

The Chairman welcomed everyone to the meeting.

**21/90 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.** Apologies and reason for absence had been received from Cllr G. Brown, Cllr Mrs. J. Tantram and Cllr Bob Hughes. Apologies and reason for absence accepted.

**21/91 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)** – No declarations were made.

### **21/92 Declaration of Non-Pecuniary Interests**

No declarations were made.

### **21/93 Minutes**

**RESOLVED:** The Minutes of the Annual Parish Council Meeting held on 22<sup>nd</sup> June 2021 were **APPROVED** as a correct record and signed by the Chairman.

### **21/94 Public session**

- The Clerk reported that a message had been received that there is a large amount of vegetation encroaching the A248 (by the old gate) opposite the pond. It is understood that the tree is on land owned by Guildford Diocese.

**RESOLVED:** The Clerk to write to the Diocese sending a photo.

- **Village seat at the end of Old Manor Lane** - the Clerk reported that brambles are encompassing and growing through the seat.

**RESOLVED:** Cllr Peake offered to remove the brambles and resulting debris, so that the seat can be used risk free.

- **Traffic along the Dorking Road – A248** - A report was given by a resident regarding several issues:
  - a) Traffic is generally travelling at a speed significantly beyond 30 mph
  - b) The road is narrow, the pavement is not being kept clear of encroaching vegetation, and pedestrians are having to walk nearer and nearer to the traffic.
  - c) Residents are subjected to the hazard of being hit by passing vehicles' wing mirrors.
  - d) Traffic not only drives too close to the kerb, but also regularly mounts the pavement when two large vehicles meet - as there is limited room for them to pass.
  - e) It may be helpful if the word SLOW were to be painted on the road (north side, for traffic travelling east towards Albury) at some point just before Lockner Farm bridleway junction with

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Dorking Road. This junction has become ever busier over the years. Every weekend scores of D of E school children have to cross the road at this point, where the visibility from the Guildford direction is extremely poor. Speeding cars appear with little warning making crossing a nightmare. Similarly, horse riders crossing the road at this point have to take risks with the traffic.

- f) Overtaking is also a problem along this stretch. It happens frequently, particularly when car drivers become frustrated with cyclists.
- g) Many of the 30 mph repeater signs are concealed by encroaching vegetation. Reinforcement of the 30-mph speed limit would be beneficial.
- h) Could a solid white line be painted on the road next to the kerb to discourage drivers from driving so close to pedestrians?

**RESOLVED:** It was AGREED to ask Bahram Assadi (SCC Traffic Engineer) to a site meeting with Cllrs and to contact Richard Parker regarding the hedges and brambles.

## **21/95 Reports**

### **Parish Clerk**

**RESOLVED:** The Clerk to book St Thomas' Church Room for the next Parish Council Meeting on 19<sup>th</sup> August 2021.

### **Parish Councillors**

1. **Surrey Hills Epic Challenge Event – arranged by Just-Pedal on 17<sup>th</sup> July 2021:** Cllr Pugh reported that Cllr Diana Jones (GBC) has been holding Zoom meetings with local Parish Councillors from Shere and Albury, Cllr Bob Hughes from Surrey County Council and Rob Fairbanks the director of Surrey Hills. Additionally, he reported that St Martha PC firmly opposed the Epic Ride and has written to SCC and AONB to raise concerns about the inconvenience and danger posed to other byways users and to the damage that these events do and will continue to do, to the environment. St Martha PC sees no benefit at all to these organised events which have nothing to do with educating cyclists but all to do with turning a profit. St Martha has nothing against cyclists, and they are free to enjoy the beauty of the Surrey Hills at their own convenience. There is, therefore, absolutely no imperative for organised events such as the Epic. St Martha PC will be asking other PCs to follow its lead and to formally oppose organised bike rides/races.  
We have been asking for many weeks for details of the route and which landowners were affected. Details of the route were eventually released at the last moment and we still wait for the facts of which landowners were affected. One cannot help but wonder why this is the case.
2. **National Listing on 'The Bungalow'** - Cllr Mrs Tantram was unable to be present at the meeting but had sent an update: *"the Bungalow listing application is complete bar the single section of threat, which if you remember previous discussions is now an essential element to gaining national listing. In the Bungalow's planning application Officer's Report, it states our parish's concerns (which I had thought to use) but then the officer notes that following amendments to the application no more concerns were raised by us. Andrew Norris and Jean-Pierre Pugh have received my recent email about this asking for guidance on what we can add to try and bolster this section of the application before I submit it."*
3. **Community Speedwatch in Blacksmith Lane** - Cllrs Mrs Price reported that the article had not been published in the Parish Magazine. However, having read the parameters of where you can safely conduct a speedwatch campaign, it may not be possible due to the 'geometry' of the road, as volunteers cannot stand in driveways.
- **Guildford Borough Councillor** – As Cllr Diana Jones was unable to be present, the Clerk reported on a statement received from Cllr Jones on **The Climate/Environmental group (A.C.E):**  
Albury have a small climate/environmental group (A.C.E) which is beginning to take shape. Our intention is to facilitate/support any projects, that residents of Albury would like to pursue. We have the support of Albury Parish Council who have given us a 'Climate Section' on the Parish Council Website, together with a Parish Councillor as a contact point. On it we put links to all the excellent

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organisations who have done so much already and are a font of help and information. We also offer ideas – whether it's making a hedgehog/small mammal hole in your garden fence to watching your recycling.

Already we have a poster in the Parish Magazine, and an article in 'Albury Matters'. I believe 'NextDoor' will be useful too. We are not expecting instant results, but a slow start that will get a little faster as word spreads. We are hoping for a later summer launch with an outdoor cinema screening and some hospitality afterwards to give us an opportunity to talk to anyone who is interested. We have a speaker lined up and are hoping to get more for other occasions

The bigger picture is to link all the parishes of the Tillingbourne - St Martha has the huge advantage of having a school, which is a wonderful place to start. Is there anyone on St Martha Parish Council who would like to get a small group of interested people together and follow the same path – we could provide you with all the work that we have done, which would speed things up for you, and we would be very happy to help and facilitate in anyway.'

**RESOLVED:** Item deferred until next meeting when Cllrs have reflected on how the Forest School may be able to assist. Ideas to be proposed at the next meeting.

### **21/96 The Gunpowder Mills**

#### **West Lodge:**

- (a) **RESOLVED:** It was proposed by Cllr Price and seconded by Cllr Allen that the Chairman sign the revised Heads of Terms from GBC (dated **21<sup>st</sup> July 2021**). The Clerk to send the signed copy to J. Stewart, GBC Asset and Property Manager.
- (b) **RESOLVED:** Cllr Price gave an update on the Your Fund Surrey application which should be submitted at the end of next week.
- (c) Cllr Mrs Allen reported that HLF has changed their website and form. Additional information was requested from the Clerk: copies of the Parish Council's Standing Orders; Financial Regulations; Year End Accounts to 31/03/2021, and the level of unrestricted reserves.
- (d) Meeting with GBC Officers on 08/07/21: Claire Morris, Jacqueline Stewart and Mark Appleton. The Chairman reminded those present of the notes he had previously circulated on 10/07/21 and invited comments from Members unable to be present at the meeting.
- (e) The Chairman reported on a meeting between Cllrs Pugh and Mrs Tantram to discuss forming a 'West Lodge Project' Team. Discussion notes were circulated on 29/06/21.

### **21/97 Planning**

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

- **21/P/00951** Tower House, Lockner Holt, Chilworth GU4 8RG. Erection of replacement garage, following demolition of existing garage. **GBC APPROVED 01/07/2021**

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

- **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.  
**RESOLVED:** - no comment, leave for GBC Planning Officers
- **21/P/01423:** 14 Mill Reach, Mill Lane, Chilworth GU5 9BA - Certificate of Lawfulness for a proposed development to establish whether a single-storey rear extension and associated works would be lawful.  
**RESOLVED:** - leave for GBC Planning Officers

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- **GFD17175 - Pre-Application Enquiry** for a telecommunications installation at Halfpenny Close to provide the surrounding area with 5G mobile coverage, while linking other sites into the wider Network.  
**NOTED** that the Parish Council would be informed by the local planning authority (GBC) once a formal planning application or application for prior approval is submitted.
- **21/T/00208:** The Old Cottage, Blacksmith Lane, Chilworth GU4 8NQ – remove dead and dying branches and dying vertical trunks.  
**RESOLVED:** *The Parish Council recommend that GBC APPROVE the plans as submitted.*
- **21/W/00085** – The Charcoal House, Blacksmith Lane, Chilworth GU4 8NQ – Prior notification under Schedule 2, Part 3, Class O of the Town & Country Planning (General Permitted Development) Order 2015 (as Amended) for a proposed change of use from Offices (Class B1 (a)) to Dwelling houses (Class C3) comprising 3 dwellings. **The Parish Council NOTED the information.**

### **21/98 Highways and Rights of Way**

The Clerk was asked to report to Wonerish Parish Clerk the missing finger-post in Blackheath.

### **21/99 The Queen's Green Canopy**

**RESOLVED:** Cllrs to give further consideration for planting and location of trees at the next meeting.

### **21/100 Correspondence**

- **NOTED:** the email (dated 08/07/21) from Maggie Scott – re “Picnics and Pimms- assurances needed”.
- **NOTED** the letters of support for West Lodge from Surrey Choices and Juniper Hall – forwarded to Cllrs on 16/07/21.

### **21/101 Financial**

- (a) The Responsible Financial Officer (RFO) had prepared the bank reconciliation for June 2021 in accordance with the Accounts and Audit Regulations. Copies of which had been issued electronically to all Members in advance of the meeting. It was proposed by Cllr Peake seconded Cllr Mrs Allen and **RESOLVED:** that the Chairman sign the bank reconciliation.
- (b) **RESOLVED:** It was proposed Cllr Mrs Price, seconded Cllr Peake and unanimously AGREED that the Internal Auditor's report on the Virtual Internal Audit carried out on 30<sup>th</sup> June 2021 be **APPROVED**.
- (c) **RESOLVED:** It was **AGEEED** to defer the appointment of a Member, other than the Chairman to verify bank reconciliations (for all accounts) produced by the RFO. The Member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Council.

### **21/102 Items for the next Meeting**

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

Bulbs at the War Memorial  
Heritage Lottery Funding and Your Fund Surrey  
Epic Ride  
Phone Mast  
Surrey Hills Forum  
Bahram Assadi's visit and the response from R. Parker

**DATE OF NEXT MEETING:** Thursday 19<sup>th</sup> August 2021 at 7 p.m. - Venue to be confirmed.