

## NOTICE OF A MEETING OF THE PARISH COUNCIL

To all Members of the Council, you are hereby respectfully summoned to attend the Full Council meeting of St Martha Parish Council to be held on **Tuesday 19<sup>th</sup> March 2024 at 7.00 pm in Chilworth Village Hall**

Members of the public and press have a right and are cordially invited to be present at the meeting.

Anne Tait - Parish Clerk  
14/03/24

### Agenda

1. **To accept apologies and reason for absence to be approved** in accordance with the LGA 1972, Sch 1, para 40.
2. **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)
3. **Declaration of Non-Pecuniary Interests** in accordance with the Parish Council's Code of Conduct.
4. **Register of Interests** – a declaration from Members on amendments.
5. **Minutes of the previous meetings:** The following Council Minutes are to be agreed and signed by the Chairman as a true record:
  - The Parish Council Meeting held on 20<sup>th</sup> February 2024.
6. **Public participation session** – 10 minutes - Members of the public can express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe, but not comment during the rest of the meeting without the consent of the Chairman.
7. **Reports:**

**To receive Reports, Communications and Updates from:**

  - **Parish Clerk to** report on the following:
    1. The Annual Assembly
    2. The annual donation to Chilworth PCC
    3. Trees on Halfpenny Close green
    4. .GOV.UK address
    5. Chilworth War Memorial
  - **Parish Councillors**  
Cllr Mrs Allen to report on any updates re Chilworth Station
  - **Guildford Borough Councillors' Reports (5 Minutes)**
  - **Surrey County Councillor's Report (5 Minutes)**
  - **Shalford Community Councillor's Report (5 minutes)**

- **St Martha Parish Council's Tree Warden** (5 minutes)

## **8. Chilworth Village**

- To **receive and discuss** topics of interest from Shalford Community Council meeting on 22/02/24. Reference Cllr Mrs Allen's email sent on 24/02/24.
- To **discuss** how St Martha Parish Council and Shalford Community Council could work more closely together for the benefit of Chilworth Village.

## **9. Climate Change**

To **receive** Cllr Mrs Allen's draft PC Biodiversity Policy and **discuss** a short list of suggestions of the actions the PC may consider taking in the short / medium term. Reference email sent on 21/02/24.

## **10. Policies, Financial and Regulation Approvals**

- To **discuss and approve** the schedule of payments presented by the Clerk.
- To **receive, approve and sign** the bank reconciliation for period ended 29/02/24.
- To **receive and approve** that St Martha Parish Council move to using a .GOV.UK domain.

## **11. Planning**

(a) **To discuss and agree the recommendation to Guildford Borough Council on the following application(s):**

**Application Number: 24/P/00282: 4 Powder Mills Place, Blacksmith Lane, Chilworth GU4 8BF.**

**Proposal:** Changes to existing fenestration to change windows from current kitchen to be replaced with french doors and windows from lounge facing onto side enclosed courtyard area to be replaced with french doors.

**Planning Application: 24/P/00229 – 40 Dorking Road, Chilworth, GU4 8NR**

**Proposal:** Single storey side extension

**Planning Application: 24/P/00218 – 3 Pine View Close, Chilworth, GU4 8RS**

**Proposal:** Proposed front and rear dormer extensions along with changes to fenestration

**Application Number: 24/T/00043 - Halfpenny Corner, Blacksmith Lane, Chilworth GU4 8NN**

**Proposal:** Tree work in the Chilworth Gunpowder Mills Conservation Area

- T1 Weeping Willow - Reduce lower extended limb over lawn by 6m to leave length of 5m. Reduce the remainder of the tree by 4-5m and remove deadwood. Finished height to be 10m with a radial spread of 5m.
- T1224 & T1241 Sycamore – Fell.
- T1227-1233, 1240, 1242 & 1254 Ash – Fell.
- T1244 Cherry – Fell.
- T1245-1247 Norway Maple – Fell. T1250 & 1251 Cypress – Fell. T1225 Horse Chestnut – Reduce canopy to 8m. Crown lift by 3m and clear Ivy.
- T1226 Hazel – Coppice. T1234-T1236 Ash – Crown reduce to 15m. Reduce canopy to 7m and clear Ivy. T1237 & T1238 Sycamore – Reduce canopy to 6m and clear Ivy.

- T1239 Beech – Reduce canopy to 8m. T1243 Lime – Reduce canopy to 6m. Clear branches to adjacent dwelling within 3m. Clear Ivy and remove epicormic growth.
- T1248 Norway Maple – Reduce canopy to 6m.
- T1249 Norway Maple – Clear structure by 3m retaining overhanging branches outside this space.
- T1252 & T1253 Oak – Reduce canopy to 8m, clear deadwood and vegetation.

**Application Number: 23/P/00341 - Retlaws, 15 Roseacre Gardens, Chilworth GU4 8RQ**

Clare Upton-Brown Executive Head - Planning Development has advised that an appeal has been lodged against the Council's refusal of the above application. The Planning Inspectorate has accepted the appeal, and it will be dealt with by way of Written Representations – to be sent by **12/04/2024**.

**(b) To receive and note any outcomes from GBC on applications previously reported:**

**Application Number: 23/P/00046 - Tangley House, Postford Mill, Mill Lane, Chilworth, GU4 8RT**

**Proposal:** Change of use of existing Class E Business unit to four 2 bedroom Class C3 residential units.

**GBC APPROVED on 19/02/24**

**12. Highways and Rights of Way**

- To **discuss** the SCC Consultation on Rights of Way, Surrey Rights of Way Improvement Plan – an EXTENSION has been granted for the survey to be completed by the Parish Council by 25<sup>th</sup> March 2024.
- To **discuss** Footpaths 469 and 30 – Vera’s Path – reference Cllr Mrs Allen’s email on 11/03/24.

**13. Correspondence**

To **receive** a request from Chilworth C of Infant School to erect a banner at Old Manor Green – reference Cllr Mrs Allen’s email on 12/0/24.

**14. The Gunpowder Mills and West Lodge**

**15. Items for the next meeting**

To receive any suggestions from Members for items for inclusion on future agendas.