

To: All St Martha Parish Councillors

Your attendance is requested at an Ordinary Parish Council Meeting to be held on
Thursday 6th September 2018 at 7.30 p.m.
at Chilworth C of E Infants School

Anne Tait (Clerk)

AGENDA

1. APOLOGIES AND REASON FOR ABSENCE

2. DECLARATION OF INTERESTS by Members on agenda items

3. MINUTES

To be agreed and signed by the Chairman as a true record of the Ordinary St Martha Parish Council meeting held on 12th July 2018 and the Extra-Ordinary meeting held on 2nd August 2018.

PUBLIC SESSION The next fifteen minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. The public are welcome to stay and observe the rest of the meeting.

4. REPORTS:

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

• **Parish Clerk**

1. To discuss and approve extending B. Wakeford's Maintenance Contract at the War Memorial to include Old Manor Green.
2. An update on the revision of the Council's Standing orders
3. Clerk to update Members on the arrangements to re-install the Commemorative Seat outside Chilworth C of E School

• **Borough Councillors (5 Minutes)**

• **Surrey County Councillor Report (10 Minutes)**

• **Parish Councillors**

1. Members to discuss the War Memorial and the trees on the opposite side of the road
2. Members to discuss the co-option of Parish Councillors
3. Cllr Mrs Allen to discuss the invitation from David Daniels re the unveiling of the NDW signs on 31st October 2018.

5. THE GUNPOWDER MILLS SITE

The Flow of Water along the Canal

To receive and agree the message to Katie Bradford, Environment Agency from Cllr Peake.

Annual Consultative Meeting:

Cllrs to discuss the final arrangements (including agreement on the flyer) for the Annual Meeting on 8th November 2018.

Formation of a new Gunpowder Mills Group

Cllrs to discuss and plan arranging a meeting to continue the dialogue with GBC re the Gunpowder Mills Site.

6. PLANNING

(a) Outcome of those applications previously reported:

- **18/P/01045 Rowley Cottage, White Lane, GU4 8PS – GBC REFUSE 20/08/18**

(b) Notice of those received since last meeting on 2nd August 2018:

- **18/P/01563 - Lockner Holt House, Lockner Holt, Chilworth GU4 8RG** – listed building Consent for first floor internal alterations and renovations, including removal of partition walls and boxing in of existing doors.
- **18/T/00184 – Juniper Cottage, Blacksmith Lane, Chilworth, GU4 8NQ** – Fell Ash 910 between boundary fence and garage. (Chilworth Gunpowder Mills Conservation Area)
- **18/P/01608 - Alderbrook House, 4 Redwood Grove, Chilworth, GU4 8NU** – construction of one new three-bedroom dwelling.
- **18/T/00202 – The Bungalow, Blacksmith Lane, Chilworth GU4 8NQ** - Coppice Laurel between garage and outbuildings. (Chilworth Gunpowder Mills Conservation Area)
- **To receive and consider any further planning applications received by the Clerk after this Agenda was published.**

(c) **16/P/02399 - Blackheath Cottage** - The Clerk to update Cllrs on the replies received from GBC Planning Officers

(d) **Guildford Borough Council: Local Plan** Cllrs to discuss the proposed Hornhatch development

7. CORRESPONDENCE

- Cllrs to discuss the Transport Plan Consultation
- Cllrs to discuss the Consultation - bus lane camera policy
- Cllrs to discuss and agree action on the unauthorised sign on the footpath sign - Vera's Path
- The Clerk to report on any correspondence received after this Agenda was published.

8. COUNCIL POLICIES AND PROCEDURES

a) General Data Protection Regulation (GDPR) – to receive an update on the ongoing review of Council's processes relating to compliance with GDPR and to approve a new policy for Data Protection

9. HIGHWAYS AND RIGHTS OF WAY

- a) To bring any highways or other matters to the attention of Surrey County Council and Guildford Borough Council.
- b) An update from the Clerk on Sample Oak Lane from Daniel Williams

10. FINANCIAL MATTERS

- (a) To approve and sign the bank reconciliation for July 2018
- (b) Monthly expenditure list for June 2018– to approve and sign
- (c) To receive and approve the schedule of cheques for approval and payment as presented by the Parish Clerk
- (d) To discuss the quotes received to upgrade the Lockner Farm Bus Shelter
- (e) To consider applying for a GBC CFGA grant request for 2019-20
- (f) Cllrs to discuss and agree a date for a Finance Committee Meeting - to begin to review the budget.

11. ITEMS FOR THE NEXT MEETING

To receive requests for items for discussion at the next meeting:

- Cllrs to report on Parish Assets

12. DATE OF NEXT COUNCIL MEETING – Thursday 1st November 2018