

# **ST MARTHA PARISH COUNCIL**

## **Minutes of the Annual Meeting of St Martha Parish Council held on 24th May 2022 in Chilworth Village Hall**

### **22/66 Present:**

Cllr Mrs P. Allen  
Cllr G. Brown  
Cllr J. Peake  
Cllr Mrs C. Price  
Cllr J-P. Pugh

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

### **Also present:**

Guildford Borough Councillor Diana Jones  
Surrey County Councillor Bob Hughes  
Shalford Parish Councillor Adrian Cansell  
Four members of the public

### **ANNOUNCEMENT**

The Chairman announced that Councillor Richard Billington passed away in the early hours of 20 May 2022. The Clerk confirmed that a letter of condolence had been sent to Mrs Billington. Details of Richard's memorial service will be announced shortly by Guildford Borough Council.

### **22/67 Election of Chairman and Chairman's Declaration of Acceptance**

On the nomination of Cllr Peake, seconded by Cllr Brown and there being no other nominations, it was **RESOLVED**: Cllr Jean-Pierre Pugh to be elected to serve as Chairman of the Council for the ensuing municipal year.

### **22/68 Election of Vice Chairman**

On the nomination of Cllr Peake, seconded by Cllr Brown and there being no other nominations, it was **RESOLVED**: that Cllr Mrs Price be elected to serve as Vice Chairman of the Parish Council for the ensuing municipal year.

### **22/69 APPOINTMENT OF COMMITTEES**

- a) **Planning Committee**: It was unanimously **RESOLVED** that all members would serve on the Planning Committee for the municipal year 2022/23.
- b) **Personnel Committee**: It was unanimously **RESOLVED** that all members would serve on the Planning Committee for the municipal year 2022/23.
- (c) **Finance Committee**: It was unanimously **RESOLVED** that all members would serve on the Finance Committee for the municipal year 2022/2023.

### **22/70 To accept apologies and approve the reason for absence in accordance with the LGA 1972, Sch 1 para 40.**

Apologies and reason for absence were accepted and approved from: Parish Councillor Mrs. Tantram

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**22/71 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.

**22/72 Declaration of Non-Pecuniary Interests**

None were given.

**22/73 Minutes of the Meeting**

It was **RESOLVED** that the Minutes of the Full Council Meeting held on 26<sup>th</sup> April 2022 would be altered at Minute 22/59 and be approved and signed by the Chairman the next meeting on 14<sup>th</sup> June 2022.

**22/74 Public Session**

It was reported that the trees were obscuring the view of St Martha's Church.

**RESOLVED:** That the Clerk write to Michael Baxter to request that Albury Estates pollard the trees in the front of the Church.

**22/75 Reports**

a) **Parish Clerk:**

**Stone Edge Conservation** - The Clerk gave an update from Paul Evans, Contracts Manager re the spalled stone at the Chilworth War Memorial:

*The stone supplier agrees with my original feelings that there is a defect in the stone. They will be providing us with a new piece. We will then attend site and remove the existing indent and install a new piece to match the repair carried out. I am just awaiting a delivery date of said stone and I can then factor the labour in.*

**RESOLVED** – To inform John Bailey when the work has been carried out.

**SCC Highway Maintenance Team** - The Clerk gave an update on reference number: 2229308:

*A works order will be raised by our Highway Maintenance Team for the footpath running alongside the Dorking Road, A248 from Lockner Farm to Postford House to be sided out, cleared of vegetation by one of our countryside contractors. I will update you when we have a date for the works.*

b) **Parish Councillors:** Cllr Pugh announced that Mr Graham Brown had resigned from the Council. He thanked Cllr Brown for his contribution to the Parish Council and hoped that he would re-join at a later date.

**RESOLVED:** That the Clerk write to Guildford Borough Council to request the requisite notice of a Casual Vacancy, to be displayed on the parish noticeboards and parish website.

c) **Surrey County Councillor:** Cllr Hughes gave an update regarding SCC Members Allowance. Following the recent incident in Halfpenny Lane, he reported that the Fire Service are re-viewing and changing the programme of their mapping system for emergency callouts.

d) **Guildford Borough Councillor:** Cllr Diana Jones reported that Guildford was unsuccessful in being granted city status. Cllr Jones acknowledged and thanked Chilworth2gether for offering to replace the

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now rotting picnic benches in the Chilworth Gunpowder Mills Picnic area. Chilworth2gether are closing their accounts in July, and this will be a final legacy gift to the community, the Parish Council and Guildford Borough Council. The current ones are nearing the end of their life and given the wet conditions on site, their replacement with recycled plastic ones will be ideal.

### **22/76 Planning**

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

- **22/P/00408 South Oaks Caravan Park, 106 - 114 Dorking Road, Chilworth GU4 8NS**  
Erection of three detached dwellings and one additional caravan pitch, including new access, following rearrangement of site. **Application WITHDRAWN 06/05/22**
- **21/P/02115 The Bungalow, Blacksmith Lane, Chilworth GU4 8NQ.** Proposed conversion of existing bungalow to create two residential dwelling houses **Application WITHDRAWN 25/04/22**

### **22/77 Highways and Rights of Way**

#### **Traffic signs along the Dorking Road A248**

Cllr Mrs Price reported on the site meeting held on 11/05/22 with Bahram Assadi, Traffic Engineer, Highways Engagement and Commissioning Team, Highways Operations and Infrastructure Surrey Highways and Transport. The outcome of the meeting was: installation of a new static sign that will illustrate the 'road narrows', mounted on a distinctive yellow background which will better highlight the hazard. This will be sited closer to the actual 'hazard location' travelling towards Albury. The new yellow backed sign will be conspicuous to motorists from a distance and closer to the bend.

Additionally, the existing 30mph repeater sign will be mounted underneath the new road narrows sign. Surrey County Council have AGREED to supply and install the equipment and the work is expected to be carried out in this financial year.

**RESOLVED:** Members unanimously AGREED for the works to be carried out.

### **22/78 FINANCIAL MATTERS**

(a) **RESOLVED:** It was proposed by Cllr Peake and seconded by Cllr Mrs Price that the schedule of payments presented by the Clerk be APPROVED. Shown as Appendix One of these Minutes.

(b) It was proposed by Cllr Peake and seconded by Cllr Mrs Price that the bank reconciliation for April 2022 be approved.

### **22/79 ITEMS FOR THE NEXT MEETING**

Cllrs requested that the following are Agenda items at the next meeting:

- Matters arising from the Annual Assembly held on 24/05/22
- Boundary review

**DATE OF NEXT COUNCIL MEETING** Tuesday 14<sup>th</sup> June 2022 at 7 p.m.