

ST MARTHA PARISH COUNCIL

Minutes of the Ordinary Meeting of St Martha Parish Council held on 15th December 2021 at 7:00 p.m. in St Thomas' Church Room

Present:

Councillors:

Cllr Mrs. P Allen (Vice-Chairman), Cllr J Peake, and Cllr Jean-Pierre Pugh (Chairman)
County Cllr Bob Hughes
Borough Cllr Diana Jones
Borough Cllr Richard Billington
Shalford Parish Cllr A Cansell
Two members of the public

In attendance: Parish Clerk - Anne Tait

21/160 To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1 para 40.

Apologies and reason for absence were received from: Cllr G. Brown, Cllr Mrs C Price. Cllr Mrs. J Tantram, Apologies were accepted.

21/161 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.

21/162 Declaration of Non-Pecuniary Interests

None were given.

21/163 Minutes of the Meeting held on 25/11/2021

Cllr Peake reported an omission at 21/154 in the 'Reports from Parish Councillors'. At item (e) on page 458 he confirmed that the correct title of the Chilworth Magazine is the Chilworth Village Magazine. Following the correction, it was proposed by Cllr Peake, seconded by Cllr Mrs Allen, and unanimously **RESOLVED** that the Minutes of the Parish Council Meeting held on 25th November 2021 be approved and signed by the Chairman as a correct record.

21/164 Public Participation Session

Helen McIntyre asked if she may address the Council at Agenda item 8, the Chairman AGREED. The Clerk confirmed that there was no news on the replacement fingerpost on the A248 outside Chilworth Station, indicating the direction to Albury and Dorking. Cllr Hughes AGREED to ask for an update from SCC re the timescale for the replacement sign to be fitted.

21/165 Reports Communications and Updates:

Parish Clerk:

- The Local Government Boundary Commission for England A Consultation on draft recommendations for wards, ward boundaries and ward names for Guildford Borough Council (GBC) has begun. GBC are now inviting comments on those recommendations – closing date for consultation is 7th February 2022. It was noted that Tillingbourne is not affected by any recommendation to change the present Parish electoral arrangements.

ST MARTHA PARISH COUNCIL

- Surrey Hills: your place - your voice – A formal boundary review is now underway led by Natural England, which will consider the case for extending the existing AONB. This is a six-week consultation starting in January 2022.
- Treescape Trees - Surrey County Council
It was **RESOLVED** that the Clerk would complete the form and return it to Debra Lee and enquire if Chilworth Infant School and the Diocese would like some of our allocated trees. Cllr Peake reported that there was scope for some to be planted in Halfpenny Close.
- The Mayor and Deputy Mayor of Guildford for 2022-23 -The Clerk reported that Councillor Dennis Booth and Councillor Masuk Miah were nominated at a Full Meeting of the Council on 07/12/21. Cllr Booth and Cllr Miah will not formally be appointed until May 2022, at the Mayor making ceremony during the Annual Meeting.

Parish Councillors:

- The discussion on this Parish Council's involvement in the Tillingbourne River pollution and extraction is deferred to the 25th January 2022 PC meeting.
- The Surrey Hills AONB Boundary Review - it was AGREED to discuss and plan this Parish Council's response to the six-week consultation period starting in January 2022, at the PC meeting on 25th January 2022.
- Shalford Parish Council - To consider adding a report at this Agenda item inviting Cllr Cansell to report on news items relevant to St Martha Parish Council discussed at the previous Shalford PC meeting.
- Shalford Parish Council – The Chairman reported that he had written to the Shalford Parish Clerk on 13/12/21, conveying his disappointment that Shalford Councillors were to change the Parish Council's name without first having consulted St Martha Parish Council. Cllr Pugh had asked them to re-evaluate the situation.

Guildford Borough Councillor's Report:

Cllr Jones reported on the following items:

- Borough Councillors agreed to work towards making Guildford a pesticide and herbicide free Borough at a Full Council Meeting on 07/12/21. The proposals came after a petition by concerned residents, part of Guildford Environmental Forum together with the national campaign group Pesticide Action Network, requested the Council to make Guildford pesticide-free.
The Lead Councillor for Environment, Councillor James Steel, said: "I fully support stopping chemical use, including pesticides. The Council has been working toward this for many years and cares deeply for the environment and biodiversity. Now is an opportunity to review our strategy and make sure that we are doing the best we can to stop using chemicals unless absolutely necessary and that we have the right priorities. A revised strategy will include an action plan, covering assessment of alternative methods of working, communication, and working with partners on testing alternative approaches. In the meantime, the Executive will be invited in January to decide on the proposed chemical reduction measures, which include seeking to remove chemical use in playparks from July 2022 and adopt a new chemical, pesticide and fertiliser policy and action plan in six months' time. To be as effective as possible at eliminating chemical use we will work with Surrey County Council to develop the strategy, assess potential environmental impacts of alternatives, and consult with other agencies like the Forestry Commission, the Plant Health Agency and Natural England.
- Shaping Guildford's Future: Homes and jobs, the environment and community are the priorities for our new Corporate Plan, agreed by Full Council on 1 November. Councillor Joss Bigmore the Leader of the Council stated that the Corporate Plan for 2021-2025 is a collective commitment to work toward

ST MARTHA PARISH COUNCIL

our vision: a green, thriving town and villages where people have the homes they need, access to quality employment, with strong and safe communities that come together to support those needing help. The overarching plan defines our priorities, which will shape our strategies and work toward making this vision a reality.

Surrey County Councillor's (SCC) Report

- Cllr Bob Hughes reported that he had received messages from Cllrs Jones and Price regarding Halfpenny Lane and how it is being used as a 'rat run' to take children to school in Guildford.
- Work continues on the SCC's Budget.
- Cllr Hughes reported that due to COVID restrictions the Chairman of SCC opened the new Headquarters at Reigate alone.
- Cllr Hughes reported that the adverse camber on the A25 at the bottom of the hill from Newlands Corner towards Shere and Dorking is due to be re-surfaced in 2022.

21/166 The Gunpowder Mills

West Lodge – An update on the grant applications: HLF, Your Fund Surrey and Surrey Hills (DEFRA). The Chairman reported on an e-mail from Andrew Norris:

In discussing progress with Jacqueline Stewart of the Asset Management section of GBC, it is apparent that the protracted gestation period caused by the pandemic is fully appreciated, and progress affects on very many matters. However, I sense that a Key Stage review may well be sought at the change of financial year (next April). That would be only reasonable in my mind. I have referred at the last couple of PC meetings to the very promising grant scheme brought to my attention by Surrey Hills (DEFRA).

That grant is in pursuance of the Government Agricultural Transition Plan (ATP) prepared by DEFRA for its Farming in Protected Landscapes Programme. Being an appropriate recognised Protected Landscapes organisation, Surrey Hills is dealing with eligible projects in its area and would welcome an application for the West Lodge proposals and benefits to the area, particularly the Gunpowder Mills site. Although the maximum that can be applied for is £50k, it has been suggested that any application is for £25k for the first year, with a further application for the following year (including for operation costs).

This with the potential "financial benefactor" funding of £20k would possibly enable occupation of West Lodge and the achieving a "working footprint", aided by some useful cost saving by work of volunteers, Surrey Choices and The Skill Mill.

As with HLF awards, measurable benefits need describing in a Project Plan which will involve activities beyond just West Lodge. Indeed, the application form is as searching as for the HLF with some 17 pages of notes and 18 pages of application form. The measurable period would also be 5 years – which ought to be more than an adequate timescale to complete refurbishment, fitting out, etc., and if necessary, seek additional funding.

Whilst the application will include users such as Surrey Choices and the Skill Mill, it offers additional benefits to the Gunpowder Mills site – opportunities to assist the GBC Countryside Management Team which is suffering depleted funding and staffing.

The Wooden Snail in the Gunpowder Mills Estate

It was reported that a quiz night is due to be held on 15/01/22 at 7 p.m. in Chilworth Village Hall to raise funds to replace the local landmark in memory of Samantha Weston. The event was advertised in the Dec/January 2022 edition of the Chilworth Village Magazine.

21/167 Planning

ST MARTHA PARISH COUNCIL

(a) Councillors discussed a response to GBC on the following applications:

- **21/P/02115 The Bungalow, Blacksmith Lane, Chilworth GU4 8NQ** Proposed conversion of existing bungalow to create two residential dwelling houses.
RESOLVED: *The Parish Council recommend that GBC Planning Officers REFUSE the plans as submitted. The proposed parking arrangements are inadequate, especially due to the awkward location and possibly could be improved by using the adjacent land. Councillors agree and endorse the comments made by Alisa Woodruff posted on the GBC website on 07/12/21.*
RESOLVED: That this Parish Council would apply for local listing on this property.
- **21/P/02259 Silvercoombe, Blackheath GU4 8RD** Conversion of garage/carport into habitable accommodation; alterations including changes to fenestration and insertion of four rooflights.
RESOLVED: *The Parish Council recommend that GBC Planning Officers APPROVE the plans as submitted.*
- **21/P/02410 Birkfield, Blacksmith Lane, Chilworth GU4 8NF** First floor side extension.
RESOLVED: *The Parish Council recommend that GBC Planning Officers APPROVE the plans as submitted.*
- **21/P/02398 2A Roseacre Gardens, Chilworth, GU4 8RQ** Proposed new front porch, new conservatory, rear elevation changes with roof alterations to provide new dormer windows to rear elevation following demolition of existing conservatory.
RESOLVED: *The Parish Council recommend that GBC Planning Officers APPROVE the plans as submitted.*
- **21/P/02378 1 Haywards Corner, Dorking Road, Chilworth, GU4 8B** Retention of outdoor kitchen (retrospective application).
RESOLVED: *The Parish Council recommend that GBC Planning Officers APPROVE the plans as submitted.*

(b) The Clerk reported on an Enforcement Notice had been received for:

- **EN/21/00415 1 Haywards Corner, Dorking Road, Chilworth GU4 8BG.** Alleged unauthorised operational development consisting of an outbuilding containing a wood burning stove.

21/168 Highways and Rights of Way

Helen McIntyre asked if there had been any progress on the brambles encroaching on the pavement between Pine View Close and Roseacre Gardens. The encroachment narrows the footpath, and it has been six months since Members met Surrey County Council on site to discuss the issue. The Chairman reported that he had recently walked this stretch of footpath and encouraged other Members to do the same and give their view on the situation at the next meeting. The Chairman reported that the narrowness of the road has been reported to SCC and actions have been taken.

RESOLVED: the Chairman will contact Cllr Mrs Tantram to enquire if he is able to assist in progressing the various issues along the Dorking Road with poor sight lines (previously discussed at the meeting with Jason Lewis on 24/08/21). Also, to assess the clearance that has since been carried out and forward the information to the Clerk to send to Jason - as an update of the situation.

21/169 Correspondence

No issues were discussed.

21/170 Financial Matters

ST MARTHA PARISH COUNCIL

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

RESOLVED: Cllr Peake checked and signed the bank statements and bank reconciliation as correct and matching.

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

(c) Budget and Precept for 2022/23 A discussion took place regarding the DRAFT budget for 2022-23, copies of which had been issued electronically to all Members in advance of the meeting. It was NOTED that agreeing the budget informs the amount of precept to be requested from Guildford Borough Council by 14/01/22.

RESOLVED: Members to discuss the DRAFT budget via a Zoom meeting on 22/12/21 at 6:30 p.m. – to be approved at an Extra-Ordinary meeting to be held on Tuesday 11th January 2022 at 6:30 p.m. in Chilworth Village Hall.

21/171 Items for the next meeting

Chilworth Station

Surrey Hills AONB boundary review

Shalford Parish Council - developments re the change of name

EXCLUSION OF PRESS AND PUBLIC FOR CONFIDENTIAL BUSINESS

EXCLUSION OF PRESS AND PUBLIC that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the items listed under Confidential Business of the Agenda.

The Chairman closed the meeting at 9:20 p.m.

Date of the Next Council Meeting: Extra-Ordinary meeting on 11th January 2022